



MEETING OF

March 3, 2022

The Nassau County Civil Service Commission met this date at 10:30 a.m. in the Office of the Commission, 40 Main Street, Hempstead, Nassau County, New York.

PRESENT: Carnell T. Foskey, Chairman
 Michael M. DeLuca, Commissioner
 Steven R. Markowitz, Commissioner
 Martha Krisel, Secretary and Chief Examiner
 Angela Grasso, Administrative Officer III

Moved by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried approving the minutes of the previous meeting.

026/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Hewlett-Woodmere Public School for certification of eligible names for the title of Employment Manager, and

WHEREAS there is no eligible list in existence at this time for the Hewlett-Woodmere Public School but there is a list, Administrative Officer I/Administrative Officer established for Nassau County Departments, School Districts, Board of Cooperative Educational Services, Towns of North Hempstead and Oyster Bay and the Nassau Health Care Corporation, and

WHEREAS the specifications for Employment Manager and Administrative Officer I/Administrative Officer are comparable,

RESOLVED, That the Executive Director is to forward to the Hewlett-Woodmere Public School eligible list No. 68-086 to fill the position of Employment Manager in conformance with Rule 16(1) of the Rules of this Commission.

027/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Town of Oyster Bay for certification of eligible names for the title of Building Inspector I, and

WHEREAS there is no eligible list in existence at this time for the Town of Oyster Bay but there is a list, Building Inspector I/Building Inspector established for Nassau County Villages and the Town of North Hempstead, and

WHEREAS the specifications for Building Inspector I and Building Inspector I/Building Inspector are comparable,

RESOLVED, That the Executive Director is to forward to the Town of Oyster Bay eligible list No. 69-465 to fill the position of Building Inspector I in conformance with Rule 16(1) of the Rules of this Commission.

028/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 60-132 Cultural Program Specialist, Nassau County Villages, School Districts, Libraries, Special Districts, Board of Cooperative Educational Services and Towns of North Hempstead and Oyster Bay established on January 14, 2020, and

WHEREAS a new list for this title has just been established, and

WHEREAS there are a number of candidates still available on the older list,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 60-132, Cultural Program Specialist, remain in effect while the new list is established and continue for the full four years or until it is exhausted.

029/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 68-478 Social Welfare Examiner I, Bilingual (Haitian-Creole), Nassau County Department of Social Services established on June 5, 2020, and

WHEREAS a new list for this title has just been established, and

WHEREAS there are a number of candidates still available on the older list,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 68-478, Social Welfare Examiner I, Bilingual (Haitian-Creole), remain in effect while the new list is established and continue for the full four years or until it is exhausted.

030/2022 -- A motion was made by Commissioner Foskey seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the new specification for the title of Assistant Group Health Insurance Supervisor as submitted by the Executive Director, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation only.

031/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the new specification for the title of Code Enforcement Inspector, Bilingual as submitted by the Executive Director, be approved as the specification for the said position in the Town Service.

032/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau Health Care Corporation for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the position is Mammography Technologist, and be it further

RESOLVED, That the Executive Director, is directed to prepare an appropriate specification for the said position.

033/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau Health Care Corporation for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the position is CT Technologist, and be it further

RESOLVED, That the Executive Director, is directed to prepare an appropriate specification for the said position.

034/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the Commission has studied, evaluated and ratified their action of approval on the following ten items:

Ratification of New Title Non-Competitive/PJC Summary

<u>TITLE</u>	<u>JURISDICTION</u>
Assistant to Commissioner of Human Services (Chemical Dependency) (eff: 1/28/22)	C – Human Services

Ratification of Vacant Exempt Positions Summary

<u>TITLE</u>	<u>JURISDICTION</u>
Chief Deputy Assessor (eff: 2/28/22)	C - Assessment
Deputy Commissioner of Parks, Recreation and Museums (eff: 2/28/22)	C - Parks, Rec & Museums
Deputy Commissioner of Public Works (eff: 1/27/22)	C - Public Works
Deputy County Treasurer (Backdate 2/28/22) - 1 Position (eff: 2/28/22)	C - Treasurer
Library Treasurer (Part-Time) (eff: 2/3/22)	S - Baldwin P1
School District Treasurer (eff: 2/15/22)	S - Roslyn
Traffic Prosecutor (Part-Time) (eff: 1/27/22)	C - Traffic & Parking

Ratification of County Vacant Exempt/PJC Position Summary

<u>TITLE</u>	<u>County Department</u>
Public Information Officer (Emergency Management) (eff: 2/17/22)	Emergency Management

<u>TITLE</u>	<u>EXAM NO.</u>	<u>ACTION</u>
Plumbing Inspector I /Plumbing Inspector	63-274	CERTIFY APPROPRIATE LIST - forward to the Town of Oyster Bay eligible list No. 63-274 to fill the position of Plumbing Inspector

035/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Patient Navigator, Bilingual as submitted by the Executive Director, be approved as the specification for the said position in the Special District Service for the Nassau Health Care Corporation only.

036/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the Commission approves the grade change for Emergency Management Specialist Trainee from a Grade 8 to a Grade 10, and be it further

RESOLVED, That the revised specification for the title of Emergency Management Specialist Trainee as submitted by the Executive Director, be approved as the specification for the said position in the County Service.

037/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the Commission approves the grade change for Emergency Management Specialist I from a Grade 10 to a Grade 12, and be it further

RESOLVED, That the revised specification for the title of Emergency Management Specialist I as submitted by the Executive Director, be approved as the specification for the said position in the County Service.

038/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS vacancies have occurred in the position of Administrative Assistant to Town Board in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such positions,

RESOLVED, That the Commission determines that such positions as now constituted are properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 11, 2022.

039/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Administrative Assistant to Town Supervisor in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

040/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Chief Research Assistant (Town Board) in the Town of Oyster Bay, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 21, 2022.

041/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Commissioner of Administrative Services in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

042/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Commissioner of Parks in the Town of Oyster Bay, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective February 18, 2022.

043/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Fire District Treasurer in the North Massapequa Fire Department, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective February 16, 2022.

044/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Supervisor in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

045/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS vacancies have occurred in the position of Deputy Town Clerk in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such positions,

RESOLVED, That the Commission determines that such positions as now constituted are properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 11, 2022.

046/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Town Comptroller in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 4, 2022.

047/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Village Treasurer in the Village of New Hyde Park, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, February 25, 2022.

048/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Director of Finance in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

049/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Director of Legislative Affairs in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 11, 2022

050/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Executive Assistant in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 3, 2022.

051/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Executive Assistant to Town Board in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 9, 2022.

052/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of School District Clerk in the East Williston Public School, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective February 10, 2022.

053/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Board of Trustees in the Village of New Hyde Park, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective March 2, 2022.

054/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Commissioner of Community Services in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

055/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Commissioner of Services for the Aging in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 11, 2022.

056/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Executive Director, Commission on Human Rights in the Nassau County Department of Human Rights, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective February 23, 2022.

057/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Town Board in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

058/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Town Clerk in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 11, 2022.

059/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Special Counsel in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective January 1, 2022.

060/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Treasurer in the Roslyn Water District, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective February 7, 2022.

061/2022 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Village Treasurer in the Village of Westbury, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective March 20, 2022.

062/2022 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Research Assistant to Board of Trustees in the Village of New Hyde Park, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly placed in the Unclassified Service, effective March 2, 2022.

063/2022 -- A motion was made by Commissioner Markowitz, seconded by Commissioner Foskey and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Research Assistant to Board of Trustees in the Village of Westbury, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly placed in the Unclassified Service, effective February 2, 2022.

There being no further business, the Commission adjourned to go into Executive Session.