



STATE OF NEW JERSEY
CIVIL SERVICE COMMISSION

Chris Christie
Governor
Kim Guadagno
Lt. Governor

Robert M. Czech
Chair/Chief Executive Officer

**MINUTES OF REGULAR MEETING OF
THE CIVIL SERVICE COMMISSION
OCTOBER 5, 2011**

Robert M. Czech, Chairperson
Robert E. Brenner
Thomas J. Perna
Richard E. Williams

October 5, 2011

A regular meeting of the Civil Service Commission was held on Wednesday, October 5, 2011, in Trenton, New Jersey.

PRESENT: Robert M. Czech, Chairperson, Members Robert E. Brenner, Thomas J. Perna and Richard E. Williams; Pamela Ullman, Deputy Attorney General; Henry Maurer, Director, Division of Merit System Practices and Labor Relations.

In accordance with L.1975, c.231, Robert M. Czech, Chairperson, opened the meeting with the following statement:

Notice of this meeting was filed with the Secretary of State and sent to the Trentonian, Trenton Times, Courier-Post and Star Ledger on December 20, 2010, and posted at the Civil Service Commission, 3 Station Plaza, Trenton, New Jersey.

All actions were by unanimous vote unless otherwise specified.

WITHDRAWAL OF APPEALS

The following appeals were withdrawn and removed from the hearing calendar:

Cathryn Armbruster, Computer Operator, Township of Lower, Municipal Utilities Authority, layoff.

Jason Bergstrom, Fire Fighter, Hamilton Township, Fire District #7, suspension.

Tajuana Bray, Clerk Typist, Newark School District, layoff.

Luis Camacho, Parking Enforcement Officer/Parking Meter Collector, City of Hoboken, Department of Transportation and Parking, removal.

Starlett Canady, Supervising Juvenile Detention Officer, Hudson County, Department of Corrections, suspension and demotion.

Kathleen Clancy, Principal Data Entry Machine Operator, City of Wildwood, Department of Public Works and Public Property, layoff.

Dawn Cottrell, Senior Account Clerk, Township of Lower, Municipal Utilities Authority, layoff.

Patricia DeLeo, Senior Purchasing Assistant Typing, Monmouth County, Mosquito Extermination Department, removal.

Michael Difabio, Police Sergeant, City of Newark, Police Department, suspension.

Walter Lawhorn, Senior Correction Officer, Mid-State Correctional Facility, Department of Corrections, suspension.

Kevin Lembo, Principal Personnel Clerk, City of Long Branch, Department of Administration and Public Works and Parks, layoff.

Carmelo Lio, Senior Correction Officer, East Jersey State Prison, Department of Corrections, suspension.

Reginald McCluney, Police Officer, City of Newark, Police Department, removal.

Jon C. Parker, Librarian, City of Camden, Library, layoff.

Anthony Perillo, Deputy Police Chief, City of Newark, Police Department, suspension.

Keith E. Smith, Senior Electrician, Monmouth County, Department of Public Works, Buildings and Grounds, removal.

Gladstone Spalding, County Correction Officer, Burlington County, County Jail, suspension.

Clifton R. Square, Supply Support Technician 2, Department of the Treasury, removal.

David Stephenson, Police Officer, East Orange, Police Department, suspension.

Michael Tomkins, Deputy Chief of Police, City of Camden, Police Department, removal.

Kimberly Wallace, Police Officer, City of Trenton, Police Department, removal.

Richard Warren, Senior Accountant, Township of Bloomfield, Library, layoff.

Carolyn Young, Clerk Typist, Newark School District, layoff.

Dennie Young, Police Officer, City of Irvington, Police Department, suspension.

ACTION: The Civil Service Commission acknowledged the withdrawals of appeals with the exception of Richard Warren, which was held over.

DISMISSAL FOR FAILURE TO APPEAR

The Civil Service Commission dismissed the following cases without prejudice for failure to appear at the scheduled hearing before the Office of Administrative Law:

Cynthia Arrington, Personnel Assistant 3, Northern State Prison, Department of Corrections, suspension.

Tyra Bantum, Human Services Assistant, Ancora Psychiatric Hospital, Department of Human Services, removal.

Christopher Barrientos, *et al*, City of Camden, Fire Department, layoffs.

Eileen Boyer Durante, Graduate Nurse Public Health, Atlantic County, Department of Human Services, release at the end of the working test period.

Daria Johnson, Cottage Training Technician, Hunterdon Development Center, Department of Human Services, return to formerly held permanent title at the end of the working test period.

Charles Markey, Library Associate, City of Jersey City, Library, removal.

Matt Mesday and Allen Suggs, Township of Ewing, Department of Administration, Finance and Public Works, layoffs.

Terry Sawyer, Youth Worker, Department of Children and Families, suspension.

Linda Sharpe, Senior Food Service Handler, Hunterdon Developmental Center, Department of Human Services, removal.

Erica Sherman, Institutional Attendant, Passaic County, Preakness Hospital, suspension and removal

Roberta Taggart, Senior Youth Worker, Department of Children and Families, resignation not in good standing.

Farada Thompson, Juvenile Detention Officer, Burlington County, Juvenile Detention Department, suspension.

Jermaine Walker, Human Services Assistant, Ancora Psychiatric Hospital, Department of Human Services, resignation not in good standing.

Bonnie C. Hipple-Williams, Juvenile Detention Officer, Monmouth County, Department of Corrections and Youth Services, layoff.

ACTION: The Civil Service Commission acknowledged the dismissals for failure to appear.

SECTION A – HEARING MATTERS

A-1 SETTLEMENTS

In the Matter of Ranesha Burnett
Mercer County
Department of Public Safety
Release at the end of the working test period

In the Matter of Ronald Gregory
Southern State Correctional Facility
Department of Corrections
Suspensions (3) and Removals (3)

In the Matter of Joy Hurst
Ancora Psychiatric Hospital
Department of Human Services
Suspension and Removal

In the Matter of Kenneth Rankin
City of Newark
Police Department
Removal

In the Matter of Lisa J. Rippo
Borough of Wildwood Crest
Department of Public Affairs
Layoff

In the Matter of Donielle Smith
Woodbine Developmental Center
Department of Human Services
Removals (2)

In the Matter of Shanika Smith
Woodbine Developmental Center
Department of Human Services
Removals (2)

In the Matter of Anderson Sotomayor
Cumberland County
Department of Emergency Services Public/Protection
Removal

**RECOMMENDATION OF THE ADMINISTRATIVE LAW JUDGE IN
THE ABOVE CASES – SETTLEMENT**

ACTION: The Civil Service Commission acknowledged the settlements.

A-2 ROBERT BITTLE

Robert Bittle, Code Enforcement Officer/Construction Official, Town of Newton, Department of Code Enforcement, appeals the good faith of his layoff effective July 2, 2010, for reasons of economy and efficiency.

Recommendation of the Administrative Law Judge – Uphold the layoff.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-3 CHARLES DAVIS

Charles Davis, Institutional Trade Instructor 1, Industrial Finishing, Albert C. Wagner Youth Correctional Facility, Department of Corrections, 30 working day suspension on charges of insubordination and conduct unbecoming a public employee.

Recommendation of the Administrative Law Judge – Uphold the 30 working day suspension.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-4 JAMES KERNAN

James Kernan, Substance Abuse Counselor 1, Hudson County, Department of Health and Human Services, 120 working day suspension on charges of conduct unbecoming a public employee, insubordination and neglect of duty.

Recommendation of the Administrative Law Judge – Uphold the 120 working day suspension.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

VOTE:

Robert M. Czech	(Abstained)
Robert E. Brenner	(Yes)
Thomas J. Perna	(Yes)
Richard E. Williams	(Yes)

A-5 KENNETH LEE

Kenneth Lee, Police Officer, City of Newark, Police Department, 20-day suspension on charges of violation of Police Department rules and regulations regarding conduct in public and private, conduct unbecoming a public employee and disobedience of orders.

Recommendation of the Administrative Law Judge – Uphold the 20-working day suspension.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-6 FRANK YOBE

Frank Yobe, Institutional Trade Instructor 2, Cooking, Edna Mahan Correctional Facility, Department of Corrections, 45 working day suspension on charges of other sufficient cause and violation of a rule, policy, procedures, order or administrative decision.

Recommendation of the Administrative Law Judge – Uphold the 45 working day suspension.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-7 LASHAY GILLAM

Lashay Gillam, Human Services Assistant, Woodbine Developmental Center, Department of Human Services, removal effective January 27, 2010, on charges of conduct unbecoming a public employee, verbal abuse of a patient, client, resident, or employee, physical or mental abuse of a patient, client, resident, or employee, neglect of duty, and violation of a rule, regulation, policy, procedure, order or administrative decision.

Recommendation of the Administrative Law Judge – Uphold the removal.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-8 CHERYL GOODE

Cheryl Goode, Account Clerk, City of Long Branch, Housing Authority, removal effective November 8, 2010, on charges of poor work performance, failure to meet critical deadlines, neglect of duty, incompetency and failure to follow corrective plans of action.

Recommendation of the Administrative Law Judge – Uphold the removal.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-9 STEVEN HICKMOND

Steven Hickmond, Human Services Assistant, Woodbridge Developmental Center, Department of Human Services, removal effective June 2, 2010, on charges of fighting and creating a disturbance on State property and conduct unbecoming a public employee.

Recommendation of the Administrative Law Judge – Uphold the removal.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-10 MARC JONES

Marc Jones, Correction Sergeant, Edna Mahan Correctional Facility, Department of Corrections, removal effective March 9, 2011, on charges of conduct unbecoming a public employee and other sufficient cause.

Recommendation of the Administrative Law Judge – Modify the removal to a 180 calendar day suspension.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge, but imposed a six-month suspension.

A-11 ISAIAH KNOWLDEN

Isaiah Knowlden, Human Services Assistant, Trenton Psychiatric Hospital, Department of Human Services, removal effective December 2, 2009, on charges of physical abuse of a patient, inappropriate physical contact or mistreatment of a patient, falsification, conduct unbecoming a public employee, other sufficient cause and violation of Department policy and procedure.

Recommendation of the Administrative Law Judge – Uphold the removal.

ACTION: The Civil Service Commission modified the recommendation of the Administrative Law Judge to a six-month suspension.

A-12 MARK LYSZCZAK

Mark Lyszczak, County Correction Sergeant, Mercer County, Department of Public Safety, removal effective March 11, 2007, on charges of conduct unbecoming a public employee, other sufficient cause, violation of a rule, policy and procedures, negligence in performing duty resulting in damage to persons or property, failure to report injury, abuse or accident involving patient, resident or client, violation of administrative procedures and or regulations involving safety and security, physical or mental abuse of a patient, client, resident or employee, inappropriate physical contact or mistreatment of a patient, client, resident or employee and falsification.

Recommendation of the Administrative Law Judge – Reverse the removal.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-13 MARZETTIE SHAMBERGER

Marzettie Shamberger, Senior Correction Officer, Northern State Prison, Department of Corrections, removal effective June 3, 2010, on charges of conduct unbecoming a public employee, other sufficient cause, neglect of duty, insubordination, and violation of a rule, regulation, policy, procedure, order, or administrative decision.

Recommendation of the Administrative Law Judge – Modify the removal to an official written reprimand.

ACTION: The Civil Service Commission directed that this matter be held over for a testimony summary.

A-14 ALFRED SMALLS

Alfred Smalls, Senior Correction Officer, Edna Mahan Correctional Facility, Department of Corrections, removal effective December 30, 2010, on charges of conduct unbecoming a public employee and other sufficient cause.

Recommendation of the Administrative Law Judge – Uphold the removal.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-15 WALTER BARNES (SETTLEMENT)

Walter Barnes, Practical Nurse, Ancora Psychiatric Hospital, Department of Human Services, removal effective June 23, 2008 on charges of conduct unbecoming a public employee, neglect of duty, other sufficient cause, falsification and violation of a policy. Settled to a general resignation effective June 23, 2008.

Recommendation of the Administrative Law Judge – Acknowledge the settlement.

ACTION: The Civil Service Commission affirmed the recommendation of the Administrative Law Judge.

A-16 MARC ALSTON

Marc Alston, Assistant Family Service Worker 2, Department of Children and Families, removal effective March 1, 2010.

Recommendation of the Administrative Law Judge – Modify the removal to a 10-day suspension.

ACTION: The Civil Service Commission modified the recommendation of the Administrative Law Judge and reversed the removal.

SECTION B – MISCELLANEOUS MATTERS

- B-1** The Division of State and Local Operations requests making the State Medical Records Technician series common to local government and the inactivation of two local government Medical Records Technician titles.

**MEMORANDUM**

DATE: September 20, 2011
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
State and Local Operations *Kenneth Connolly*
SUBJECT: Change in State Classification Plan

STATE CLASSIFICATION PLAN
MEDICAL RECORDS TECHNICIAN SERIES

The Division of State and Local Operations requests making the state Medical Records Technician series common.

Currently, there are two separate series for State and Local government with similar duties, responsibilities and experience requirements. Making the State titles available for Local government use will eliminate the duplication of titles for this function. The job specifications have been modified to accommodate the proposed change.

There are no incumbents in the local titles. Any existing eligibility lists and Special Reemployment lists shall be retained with the new title code.

Titles to be made Common

Effective date: The effective date of this change will be the first pay period that follows the Commission's approval of this change in the State Classification plan.

FROM
Medical Records Technician
A 16-21054 Career * 3512

Medical Records Supervisor
R 19-21055 Career * 3512

TO
Medical Records Technician
A 16-21054 Career * 3512
Common

Medical Records Supervisor
R19-21055 Career * 3512
Common

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Titles to be Inactivated

Effective date: The effective date of this change will be the first pay period that follows the Commission's approval of this change in the Classification plan.

Medical Records Technician
05544 Career Local

Medical Records Supervisor
07470 Career Local

KC/JMM/BP/PM

ACTION: The Civil Service Commission directed that this request be granted.

- B-2** The Division of State and Local Operations requests the consolidation and verbiage changes of various Laborer local government titles within Occupational Group 81 (Occupations in Infrastructure and Structural Repair and Maintenance).



MEMORANDUM

DATE: September 20, 2011
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
State and Local Operations *Kenneth Connolly*
SUBJECT: Change in State Classification Plan

OCCUPATIONAL GROUP 81 – LABORER SERIES

The Division of State and Local Operations requests the consolidation of various local government titles within Occupational Group 81 (Infrastructure and Structural Repair and Maintenance), specifically, those titles responsible for performing generic laborer work. This consolidation will provide local jurisdictions with the flexibility needed to more efficiently meet their responsibilities, while also providing employees with enhanced career advancement opportunities.

Titles possessing similar duties, responsibilities and experience requirements were identified to determine the practicality and appropriateness of title consolidation.

The definitions, requirements, knowledge, skills and abilities sections of the title specifications have been modified to accommodate the proposed title consolidation. As a result, the proposed title specifications are broader and more general, allowing for greater flexibility across jurisdictions.

The title series will be numbered in accordance with current practices, with the numerical suffix "1" representing the lowest level (entry level) to "3" representing the highest level (supervisory level).

The title actions will be processed as lateral employee movements; appointment type to appointment type, with retention of existing status.

Upon successful completion of the consolidation process, the consolidated titles involved will be inactivated. Any existing eligibility lists for these titles shall be processed as follows:

- Promotional and open competitive lists issued from pending announcements for any affected title in which employees with provisional appointments are serving will be certified for one time use only in order to effect permanent appointment(s) and will be declared expired upon disposition of the certification.

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- A complete list that has never been used and contains no employees with current provisional appointments for the title and unit scope specified shall be declared expired.
- A complete list which contains employees with current provisional appointments for the title and jurisdiction specified (with the exception of such employees currently on active military duty) will be processed for one time use and will be declared expired upon the disposition of the certification.
- An incomplete list containing no employees with current provisional appointments for the title and jurisdiction specified shall be declared expired.
- Any employee currently on active military duty will be afforded all applicable rights under Federal and State law upon their release from active duty and given the opportunity to apply and compete for any announcements for which they would otherwise have been eligible but for their military service.
- Eligibility lists for affected titles and jurisdictions which have expired will be revived as necessary to address unanticipated situations which may arise.

Local Appointing Authorities have been given the opportunity to review this proposal and all articulated issues have been reviewed and resolved.

VERBIAGE CHANGE

Effective date: The verbiage change will become effective the first pay period following the Commission's approval.

FROM:

Supervising Laborer
06633 Career Local

Assistant Supervising Laborer
06634 Career Local

TO:

Laborer 3
06633 Career Local

Laborer 2
06634 Career (NC) Local

CONSOLIDATION OF TITLE SERIES

Effective date: The consolidation will become effective the first pay period following the Commission's approval.

FROM:

Laborer
00248 Career (NC) Local

Laborer Heavy
02252@ Career (NC) Local
Civil Service Commission

TO:

Laborer 1
00248 Career (NC) Local

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Laborer Light
02253@ Career (NC) Local

Zoo Maintenance Worker
04345@ Career (NC) Local

Street Sweeper
03805 Career (NC) Local

Asphalt Worker
00292@ Career (NC) Local

Asphalt Raker
00291@ Career (NC) Local

Public Works Trainee
02937@ Career Local

KC/JMM/BP/PM

ACTION: The Civil Service Commission directed that this request be granted.

- B-3** The Division of State and Local Operations requests the consolidation and verbiage changes of various Meter Worker local government titles within Occupational Group 81 (Occupations in Infrastructure and Structural Repair and Maintenance).



MEMORANDUM

DATE: September 20, 2011
TO: Civil Service Commission
FROM: Kenneth Connolly, Director *Kenneth Connolly*
State and Local Operations
SUBJECT: Change in State Classification Plan

OCCUPATIONAL GROUP 81 – METER WORKER SERIES

The Division of State and Local Operations requests the consolidation of various local government titles within Occupational Group 81 (Infrastructure and Structural Repair and Maintenance), specifically, those titles responsible for performing generic work related to meter repairs and readings. This consolidation will provide local jurisdictions with the flexibility needed to more efficiently meet their responsibilities, while also providing employees with enhanced career advancement opportunities.

Titles possessing similar duties, responsibilities and experience requirements were identified to determine the practicality and appropriateness of title consolidation.

The definitions, requirements, knowledge, skills and abilities sections of the title specifications have been modified to accommodate the proposed title consolidation. As a result, the proposed title specifications are broader and more general, allowing for greater flexibility across jurisdictions.

The title series will be numbered in accordance with current practices, with the numerical suffix "1" representing the lowest level (entry level) to "2" representing the experienced worker (senior level).

The title actions will be processed as lateral employee movements; appointment type to appointment type, with retention of existing status.

Upon successful completion of the consolidation process, the consolidated titles involved will be inactivated. Any existing eligibility lists for these titles shall be processed as follows:

- Promotional and open competitive lists issued from pending announcements for any affected title in which employees with provisional appointments are serving will be certified for one time use only in order to effect permanent appointment(s) and will be declared expired upon disposition of the certification.

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- A complete list that has never been used and contains no employees with current provisional appointments for the title and unit scope specified shall be declared expired.
- A complete list which contains employees with current provisional appointments for the title and jurisdiction specified (with the exception of such employees currently on active military duty) will be processed for one time use and will be declared expired upon the disposition of the certification.
- An incomplete list containing no employees with current provisional appointments for the title and jurisdiction specified shall be declared expired.
- Any employee currently on active military duty will be afforded all applicable rights under Federal and State law upon their release from active duty and given the opportunity to apply and compete for any announcements for which they would otherwise have been eligible but for their military service.
- Eligibility lists for affected titles and jurisdictions which have expired will be revived as necessary to address unanticipated situations which may arise.

Local Appointing Authorities have been given the opportunity to review this proposal and all articulated issues have been reviewed and resolved.

VERBIAGE CHANGE

Effective date: The verbiage change will become effective the first pay period following the Commission's approval.

FROM:

Meter Reader
 02500 Career Local

Senior Water Meter Reader
 03641 Career Local

Supervising Water Meter Reading
 06844 Career Local

TO:

Meter Worker 1
 02500 Career Local

Meter Worker 2
 03641 Career Local

Meter Worker Supervisor
 06844 Career Local

CONSOLIDATION OF TITLE SERIES

Effective date: The consolidation will become effective the first pay period following the Commission's approval.

FROM:

Level 1(Entry level)
 Water Meter Reader
 04273 Career Local

TO:

Meter Worker 1
 02500 Career Local

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Water Meter Reader/Water Repairer
05747 Career Local

Parking Meter Collector/Parking Meter Repairer
02623 Career Local

Level 2 (Senior level)

Senior Parking Meter Collector/
Senior Parking Meter Repairer
06033 Career Local

Meter Worker 2
03641 Career Local

Senior Parking Meter Repairer
03495 Career Local

Supervising Level

Work Leader, Utility Meter Reading
06737 Career Local

Meter Worker Supervisor
06844 Career Local

Parking Meter Supervisor
02621 Career Local

KC/JMM/BP/PM

ACTION: The Civil Service Commission directed that this request be granted.

- B-4** The Division of State and Local Operations requests the consolidation and verbiage changes of various Sewer Repairer local government titles within Occupational Group 81 (Occupations in Infrastructure and Structural Repair and Maintenance).



MEMORANDUM

DATE: September 20, 2011
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
State and Local Operations *Kenneth Connolly*
SUBJECT: Change in State Classification Plan

OCCUPATIONAL GROUP 81 – SEWER REPAIRER SERIES

The Division of State and Local Operations requests the consolidation of various local government titles within Occupational Group 81 (Infrastructure and Structural Repair and Maintenance), specifically, those titles responsible for performing generic sewer repair and maintenance work. This consolidation will provide local jurisdictions with the flexibility needed to more efficiently meet their responsibilities, while also providing employees with enhanced career advancement opportunities.

Titles possessing similar duties, responsibilities and experience requirements were identified to determine the practicality and appropriateness of title consolidation.

The definitions, requirements, knowledge, skills and abilities sections of the title specifications have been modified to accommodate the proposed title consolidation. As a result, the proposed title specifications are broader and more general, allowing for greater flexibility across jurisdictions.

The title series will be numbered in accordance with current practices, with the numerical suffix "1" representing the lowest level (entry level) to "2" representing the experienced worker (senior level).

The title actions will be processed as lateral employee movements; appointment type to appointment type, with retention of existing status.

Upon successful completion of the consolidation process, the consolidated titles involved will be inactivated. Any existing eligibility lists for these titles shall be processed as follows:

- Promotional and open competitive lists issued from pending announcements for any affected title in which employees with provisional appointments are serving will be certified for one time use only in order to effect permanent appointment(s) and will be declared expired upon disposition of the certification.

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- A complete list that has never been used and contains no employees with current provisional appointments for the title and unit scope specified shall be declared expired.
- A complete list which contains employees with current provisional appointments for the title and jurisdiction specified (with the exception of such employees currently on active military duty) will be processed for one time use and will be declared expired upon the disposition of the certification.
- An incomplete list containing no employees with current provisional appointments for the title and jurisdiction specified shall be declared expired.
- Any employee currently on active military duty will be afforded all applicable rights under Federal and State law upon their release from active duty and given the opportunity to apply and compete for any announcements for which they would otherwise have been eligible but for their military service.
- Eligibility lists for affected titles and jurisdictions which have expired will be revived as necessary to address unanticipated situations which may arise.

Local Appointing Authorities have been given the opportunity to review this proposal and all articulated issues have been reviewed and resolved.

VERBIAGE CHANGE

Effective date: The verbiage change will become effective the first pay period following the Commission's approval.

FROM:

Sewer Repairer
 03686@ Career Local

Senior Sewer Repairer
 03585 Career Local

Supervisor Sewers
 06702 Career Local

TO:

Sewer Repairer 1
 03686@ Career Local

Sewer Repairer 2
 03585 Career Local

Sewer Repairer Supervisor
 06702 Career Local

CONSOLIDATION OF TITLE SERIES

Effective date: The consolidation will become effective the first pay period following the Commission's approval.

FROM:

Level 1(Entry level)
 Sewer Maintenance Worker
 03685@ Career Local

TO:

Sewer Repairer 1
 03686@ Career Local

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Level 2 (Senior level)

Sewer Equipment Operator
03679 Career Local

Sewer Repairer 2
03585 Career Local

Senior Sewer Maintenance Worker
03584 Career Local

Senior Sewer Equipment Operator
03582 Career Local

Assistant Supervisor Sewer
06701 Career Local

Supervising Level

Supervisor Sewer Maintenance
06782 Career Local

Sewer Repairer Supervisor
06702 Career Local

TITLE TO BE MADE ARCHAIC

Effective date: The title will be made archaic effective the first pay period following the Commission's approval. No further appointments will be permitted; the title will be inactivated once vacated.

General Supervisor Sewers
06703 Career Local

KC/JMM/BP/PM

ACTION: The Civil Service Commission directed that this request be granted.

- B-5** The Division of State and Local Operations requests the consolidation and verbiage changes of various Water Repairer local government titles within Occupational Group 81 (Occupations in Infrastructure and Structural Repair and Maintenance).



MEMORANDUM

DATE: September 20, 2011
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
State and Local Operations *Kenneth Connolly*
SUBJECT: Change in State Classification Plan

OCCUPATIONAL GROUP 81 – WATER REPAIRER SERIES

The Division of State and Local Operations requests the consolidation of various local government titles within Occupational Group 81 (Infrastructure and Structural Repair and Maintenance), specifically, those titles responsible for performing generic water system repair and distribution work. This consolidation will provide local jurisdictions with the flexibility needed to more efficiently meet their responsibilities, while also providing employees with enhanced career advancement opportunities.

Titles possessing similar duties, responsibilities and experience requirements were identified to determine the practicality and appropriateness of title consolidation.

The definitions, requirements, knowledge, skills and abilities sections of the title specifications have been modified to accommodate the proposed title consolidation. As a result, the proposed title specifications are broader and more general, allowing for greater flexibility across jurisdictions.

The title series will be numbered in accordance with current practices, with the numerical suffix "1" representing the lowest level (entry level) to "2" representing the experienced worker (senior level).

The title actions will be processed as lateral employee movements; appointment type to appointment type, with retention of existing status.

Upon successful completion of the consolidation process, the consolidated titles involved will be inactivated. Any existing eligibility lists for these titles shall be processed as follows:

- Promotional and open competitive lists issued from pending announcements for any affected title in which employees with provisional appointments are serving will be certified for one time use only in order to effect permanent appointment(s) and will be declared expired upon disposition of the certification.

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- A complete list that has never been used and contains no employees with current provisional appointments for the title and unit scope specified shall be declared expired.
- A complete list which contains employees with current provisional appointments for the title and jurisdiction specified (with the exception of such employees currently on active military duty) will be processed for one time use and will be declared expired upon the disposition of the certification.
- An incomplete list containing no employees with current provisional appointments for the title and jurisdiction specified shall be declared expired.
- Any employee currently on active military duty will be afforded all applicable rights under Federal and State law upon their release from active duty and given the opportunity to apply and compete for any announcements for which they would otherwise have been eligible but for their military service.
- Eligibility lists for affected titles and jurisdictions which have expired will be revived as necessary to address unanticipated situations which may arise.

Local Appointing Authorities have been given the opportunity to review this proposal and all articulated issues have been reviewed and resolved.

VERBIAGE CHANGE

Effective date: The verbiage change will become effective the first pay period following the Commission's approval.

FROM:

Water Repairer
 04284 Career Local

Senior Water Repairer
 03643@ Career Local

Assistant Supervisor Water
 06662 Career Local

Supervisor Water
 06661 Career Local

TO:

Water Repairer 1
 04284 Career Local

Water Repairer 2
 03343@ Career Local

Water Repairer 3
 06662 Career Local

Water Repair Supervisor
 06661 Career Local

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CONSOLIDATION OF TITLE SERIES

Effective date: The consolidation will become effective the first pay period following the Commission's approval.

FROM:

Level 2 (Senior level)
Water System Distribution Technician
05215 Career Local

Water Leak Detector
05112 Career Local

Senior Hydrant Repairer
03371 Career Local

TO:

Water Repairer 2
03343@ Career Local

KC/JMM/BP/PM

ACTION: The Civil Service Commission directed that this request be granted.

- B-6** The Division of State and Local Operations requests the title consolidation and crosswalk of incumbents in the title of Principal Investigator, Motor Carriers to the title of Supervisor 2, MVC.



MEMORANDUM

DATE: September 20, 2011
 TO: Civil Service Commission
 FROM: Kenneth Connolly, Director *Kenneth Connolly*
 State and Local Operations
 SUBJECT: Change in the State Classification Plan

MOTOR VEHICLE COMMISSION

The Motor Vehicle Commission (MVC) successfully petitioned the CSC to approve the restructuring and consolidation of the Investigator, Motor Carrier title series, at the August 4, 2010 meeting, retroactive to July 3, 2010.

The title series consisted of four levels. The restructuring consolidated two of the four levels into existing title classifications, and phased out use of the other two levels. This request involves one of the two levels phased out.

The titles of Principal Investigator, Motor Carriers and Supervisor of Motor Carriers, were designated archaic, the latter title is now inactive. There is one incumbent remaining in the Principal Investigator, Motor Carriers title. In retrospect, MVC indicates that the Principal Investigator title should have been included in the consolidation action; this oversight has created issues with respect to supervision and reporting relationships.

MVC now seeks to amend this oversight, and consolidate the title of Principal Investigator, Motor Carriers, into the title of Supervisor 2, MVC. MVC requests this action be processed in the same manner as the original consolidation, that is, as a consolidation, appointment type to appointment type, with retention of existing status, without promotional procedures, with the same effective date of July 3, 2010. The incumbent will be cross-walked to the step closest to, but not lower than, his current salary in the new range. The title of Principal Investigator, Motor Carriers will be inactivated.

A current promotional list exists for the incumbent's unit scope, however, this would have been a moot matter had this action been processed at the onset.

Negotiations representatives were notified of this request.

TITLE CONSOLIDATION AND CROSSWALK OF INCUMBENT:

Effective: 07-03-10

FROM:
 Principal Investigator, Motor Carriers
 S22-56743 # Competitive 40/12

TO:
 Supervisor 2, MVC
 S25-56463 O Competitive 40/12

KC/JM/BP

www.state.nj.us/csc

ACTION: The Civil Service Commission directed that this request be granted.

- B-7** The Division of State and Local Operations requests the creation of the Nutrition Program Specialist title series in exchange for the inactivation of six existing variant titles in the Program Development Specialist title series.



MEMORANDUM

DATE: September 20, 2011
TO: Civil Service Commission
FROM: Kenneth Connolly, Director, State and Local Operations
SUBJECT: Change in the State Classification Plan

DEPARTMENT OF AGRICULTURE

The Division of State and Local Operations requests the creation of three new titles, in exchange for the inactivation of six existing variant titles.

This request is a result of the Division's title consolidation efforts involving the Program Development Specialist title series, specifically, the titles used to administer nutrition programs. During the course of review, it was evident that these titles' unique education and experience requirements and distinct client base served make them inappropriate candidates for consolidation. It was further determined that the existing series, consisting of four levels, could be reduced to three.

The new titles will be compensated at the same ranges as the existing titles to be replaced. They will be restricted to the Department of Agriculture. Incumbents, all of whom are permanent, will be laterally appointed with retention of existing status. Any active open-competitive lists for the current titles will be renamed to use for appointments to the new titles.

The Department of Agriculture has no objection to this course of action.

The appropriate negotiations representatives were notified of this action.

The effective date will be established as the first full pay period subsequent to CSC approval. Once all appointments are made, the existing variant titles will be inactivated.

CREATION OF TITLES:

Nutrition Program Specialist 1
P21-_____ H Competitive NE/12

Nutrition Program Specialist 2
R26-_____ H Competitive NL/12

Nutrition Program Specialist 3
S29-_____ H Competitive NL/12

TITLE INACTIVATIONS:

Program Development Specialist 3, Child Nutrition, Administration
P18-64482N H Competitive NE/12

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TITLE INACTIVATIONS (continued)

Program Development Specialist 2, Child Nutrition Administration
P21-64483z H Competitive NE/12

Program Development Specialist 2, Child Nutrition, Field Operations
P21-64483y H Competitive NE/12

Program Development Specialist 1, Child Nutrition, Administration
R26-64485k H Competitive NL/12

Program Development Specialist 1, Child Nutrition, Field Operations
R26-64485q H Competitive NL/12

Supervising Program Development Specialist, Child Nutrition
S29-64486c H Competitive NL/12

KC/JM/BP

ACTION: The Civil Service Commission directed that this request be granted.

- B-8** The Division of State and Local Operations requests the creation of a new title of Program Specialist, CBVI in exchange for the inactivation of the title of Program Development Specialist 1, CBVI.



MEMORANDUM

DATE: September 15, 2011
TO: Civil Service Commission
FROM: Kenneth C. Connolly, Director
State and Local Operations
SUBJECT: Change in the State Classification Plan

DEPARTMENT OF HUMAN SERVICES

The Division of State and Local Operations requests the creation of a new title, in exchange for the inactivation of an existing one.

This request is a result of the Division's title consolidation efforts involving the Program Development Specialist title series. During the course of review, it was evident that this title's unique experience requirements and distinct client base served make it an inappropriate candidate for consolidation. Furthermore, this title is encumbered at a single level, and as such should not be associated with a title series.

The new title will be compensated at the same range as the existing title to be replaced. It will be restricted to the Department of Human Services. Incumbents, all of whom are permanent, will be laterally appointed with retention of existing status. The active promotional list for the current title will be renamed to use for appointments to the new title.

The Department of Human Services has no objection this course of action.

The appropriate negotiations representatives were notified of this action.

The effective date will be established as the first full pay period subsequent to CSC approval. Once all appointments are made, the title of Program Development Specialist 1, CBVI (64485d) will be inactivated.

CREATION OF TITLE:

Program Specialist, CBVI
R26-_____ P Competitive NL/12

TITLE INACTIVATION:

Program Development Specialist 1, CBVI
R26-64485d P Competitive NL/12

KC/JM/BP

www.state.nj.us/csc

ACTION: The Civil Service Commission directed that this request be granted.

B-9 JOSEPH BENNETT

Joseph Bennett, an Automotive Mechanic with the Department of the Treasury, appeals the denial of sick leave injury (SLI) benefits.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-10 ANNE CARACAPPA

Anne Caracappa, a Master Probation Officer, with the Superior Court of New Jersey, Middlesex Vicinage, appeals the denial of sick leave injury (SLI) benefits.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-11 VINCENT IACHETTA

Vincent Iachetta, a Crew Supervisor, Building Maintenance Programs with East Jersey State Prison, Department of Corrections, appeals the denial of sick leave injury (SLI) benefits.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-12 RASHID AHMAD

Rashid Ahmad, a County Correction Officer with Burlington County, represented by Mark W. Catanzaro, Esq., seeks Civil Service Commission resolution of a dispute concerning the amount of back pay and benefits due him as a result of the decision rendered on August 4, 2010, which reversed his 120-day suspension.

ACTION: The Civil Service Commission directed that the appellant be awarded \$19,902.86 in back pay.

B-13 STACEY M. BOSTON

Stacey M. Boston petitions the Civil Service Commission for enforcement of its January 19, 2011 decision finding her eligible for the promotional examination for Supervising Classification Officer (PS2583I), Department of Corrections.

ACTION: The Civil Service Commission directed that this petition be granted in part.

B-14 JANICE LAVIN

Janice Lavin, Director of Welfare with the Bergen County Board of Social Services, represented by Alan Roth, Esq., petitions the Civil Service Commission for interim relief of her immediate suspension.

ACTION: The Civil Service Commission directed that this request be granted.

B-15 GARY GOVIER

Gary Govier, a former Truck Driver, Heavy with the Borough of Ringwood, appeals the determination of his layoff rights by the Division of State and Local Operations.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-16 NILSA RODRIGUEZ, ET AL.

Nilsa Rodriguez, Joyce Bongiorno, Alexandra Brzek, Erna De Intinis, Karma Oded-Malkin, Linda Paese, Carlos Betancourt, Sandra Valenzuela, Wendy Callahan, Carlos Sinnung, Jacquelyn Foreman, Rhina Rivera, Angie Crique, Patricia Morici-Micci, Danielle Galambos, Nancy Galambos, Adriane Sweeper, Sadie Durham, Maria Cespedes, Ramona Guzman, Patricia Jackson, Maria Sosa-Eakins, Doris Vanegas, Zoe Velez, and Catherine Irizarry, represented by Lauren Sandy, Esq., appeal the determinations of their layoff rights by the Division of State and Local Operations.

ACTION: The Civil Service Commission directed that these appeals be denied.

B-17 ANTHONY BRIGGS

The Department of Children and Families requests that the Civil Service Commission reinstate the appeal of Anthony Briggs, a former Youth Worker, of his appeal of his 10-day suspension which was dismissed based on DCF's failure to appear at the scheduled settlement conference.

ACTION: The Civil Service Commission directed that this appeal be remanded to the Office of Administrative Law.

B-18 MARK CANNAVO

Mark Cannavo appeals the decision of the Division of State and Local Operations, which removed the appellant's name from the Plumbing Subcode Official (M1353L), Fairlawn, employment list due to the appellant's failure to respond to the Certification Notice.

ACTION: The Civil Service Commission directed that this appeal be granted.

B-19 JOSEPH P. EARLY

Joseph P. Early, represented by Michael L. Prigoff, Esq., appeals the decision of the Division of State and Local Operations which found that the appointing authority had presented a sufficient basis to remove his name from the eligible list for Correction Officer Recruit (S9999K), Department of Corrections, on the basis of an unsatisfactory criminal record.

ACTION: The Civil Service Commission directed that this matter be held over.

B-20 DANIEL O. ESTREMERERA

Daniel O. Estremera appeals the decision of the Division of State and Local Operations which found that the appointing authority had presented a sufficient basis to remove his name from the eligible list for Correction Officer Recruit (S9999K), Department of Corrections, on the basis of an unsatisfactory criminal record.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-21 JAMES FAY

James Fay appeals the determination of the Division of Selection Services which found him ineligible for the promotional examination for Sheriff's Officer Sergeant (PC5147M), Monmouth County due to an untimely application.

ACTION: The Civil Service Commission directed that this appeal be denied.

VOTE: **Robert M. Czech** **(Abstained)**
 Robert E. Brenner **(Yes)**
 Thomas J. Perna **(Yes)**
 Richard E. Williams **(Yes)**

B-22 CATHERINE BIONI

Catherine Bioni requests a make-up examination for Supervisor of Nursing (C0524M), Monmouth County.

ACTION: The Civil Service Commission directed that this request be granted.

VOTE: **Robert M. Czech** **(Abstained)**
 Robert E. Brenner **(Yes)**
 Thomas J. Perna **(Yes)**
 Richard E. Williams **(Yes)**

B-23 JONATHAN EDWARDS AND CLINTON WISNEWSKI

Jonathan Edwards and Clinton Wisnewski request make-up examinations for the Entry Level Law Enforcement Examination (S9999M).

ACTION: The Civil Service Commission directed that these appeals be denied.

B-24 TWANDA JONES

Twanda Jones requests a make-up examination for the Entry Level Law Enforcement Examination (S9999M).

ACTION: The Civil Service Commission directed that this request be granted.

B-25 CHRISTOPHER KOPF

Christopher Kopf appeals the determination of the Division of Selection Services denying his request for a make-up examination for the Entry Level Law Enforcement Examination (S9999M).

ACTION: The Civil Service Commission directed that this appeal be denied.

B-26 RASCHELLE WIGGINS

Raschelle Wiggins requests a make-up examination for Parole Officer Recruit (S0738M).

ACTION: The Civil Service Commission directed that this request be granted.

B-27 HERBERT DEKORTE AND DANIEL TAREKY

Herbert Dekorte and Daniel Tareky appeal the decisions of the Division of State and Local Operations, which found that their names should not be placed on the Statewide Eligible List for reemployment of displaced law enforcement officers (Rice Bill list).

ACTION: The Civil Service Commission directed that these appeals be denied.

B-28 ACCOUNTANT (C0383K), CAPE MAY COUNTY

Cape May County requests permission not to make an appointment from the November 25, 2008 certification for Accountant (C0383K).

ACTION: The Civil Service Commission granted an appointment waiver and assessed partial selection costs in the amount of \$1,024.

B-29 CLAIMS ADJUDICATOR TRAINEE, DISABILITY DETERMINATIONS (S0726M), STATEWIDE

The Department of Labor and Workforce Development requests that the eligible list for Claims Adjudicator Trainee, Disability Determinations (S0726M) be extended for one year beyond its original expiration date.

ACTION: The Civil Service Commission directed that this request be granted.

B-30 COMMUNITY RELATIONS SPECIALIST, BILINGUAL IN SPANISH AND ENGLISH (C0003L), HUDSON COUNTY SHERIFF'S OFFICE

The Hudson County Sheriff's Office requests permission not to make an appointment from the November 4, 2009 certification for Community Relations Specialist, Bilingual in Spanish and English (C0003L).

ACTION: The Civil Service Commission granted an appointment waiver and assessed selection costs in the amount of \$2,048.

B-31 KEYBOARDING CLERK 4 (PC0714L), BERGEN COUNTY SHERIFF'S OFFICE

The Bergen County Sheriff's Office requests that the eligible list for Keyboarding Clerk 4 (PC0714L) be revived in order to effectuate the permanent appointment of Sandra DePoalo.

ACTION: The Civil Service Commission directed that this request be granted.

B-32 BUILDING MANAGEMENT SERVICES SPECIALIST 2 (S6988J), STATEWIDE

In *In the Matter of Building Management Services Specialist 2 (S6988J), Statewide* (CSC, decided June 10, 2009), the Civil Service Commission granted the request of the Department of Military and Veterans Affairs for an appointment waiver for the June 9, 2008 certification and ordered that no selection costs were to be assessed at that time since there was a possibility that the list could be utilized prior to its expiration since it was a Statewide eligible list. However, the appointing authority did not utilize the subject eligible list and the matter of the assessment of costs is now before the Commission.

ACTION: The Civil Service Commission assessed selection costs in the amount of \$8,285.

B-33 VIOLATIONS CLERK (M1805J), MOUNT HOLLY

In *In the Matter of Violations Clerk (M1805J), Mount Holly* (CSC, decided December 17, 2008), the Civil Service Commission granted the request of Mount Holly for an appointment waiver for the February 26, 2008 certification and ordered that no selection costs would be assessed at that time since there was a possibility that the list could be utilized prior to its expiration. However, the appointing authority did not utilize the subject eligible list and the matter of the assessment of costs is now before the Commission.

ACTION: The Civil Service Commission assessed partial selection costs in the amount of \$1,024.

B-34 PERSONNEL ASSISTANT 4, EMPLOYEE RELATIONS (S0615J), STATEWIDE

In *In the Matter of Personnel Assistant 4, Employee Relations (S0615J), Statewide* (CSC decided May 27, 2009), the Civil Service Commission granted the request of William Paterson University for an appointment waiver for the April 14, 2008 certification and ordered that no selection costs were to be assessed at that time since there was a possibility that the list could be utilized prior to its expiration since it was a Statewide eligible list. However, the appointing authority did not utilize the subject eligible list and the matter of the assessment of costs is now before the Commission.

ACTION: The Civil Service Commission assessed selection costs in the amount of \$8,285.

B-35 PUBLIC INFORMATION OFFICER (SPECIAL) AND (C01307L), BERGEN COUNTY

The matter of whether Bergen County should be granted permission not to make an appointment from the January 28, 2011 certification for Public Information Officer (Special) and (C1307L) has been referred to the Civil Service Commission for review.

ACTION: The Civil Service Commission granted an appointment waiver and assessed selection costs in the amount of \$2,048.

B-36 SECURITY GUARD (M1598C), NEWARK SCHOOL DISTRICT

Newark School District requests that the eligible list for Security Guard (M1598C) be revived to record the permanent appointments of Farha Sharif, Carlos Ortiz, Tamara Williams, Cleopatria Wright, Teekia Harris, Celeste Holloway, Al-Haleem Thomas, Geraldine Thompson, and Myisha Wilson effective October 18, 2004.

ACTION: The Civil Service Commission directed that this request be granted.

B-37 DONALD KRULEWICZ

Donald Krulewicz, a Supervising Investigator, Taxation with the Department of the Treasury, appeals the decision of the Equal Employment Opportunity and Affirmative Action Office, which found that the appellant failed to support a finding that he had been subjected to a violation of the New Jersey Policy Prohibiting Discrimination in the Workplace.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-38 DOREEN RICCIO

Doreen Riccio, a Head Clerk with the Department of Children and Families, appeals the determination of the Director of Administration, which found that the appellant did not present sufficient evidence to support a finding that she had been subjected to a violation of the New Jersey Policy Prohibiting Discrimination in the Workplace.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-39 BERGEN COUNTY 2010 LAYOFFS

The appeals of Robert Meluson, a former Supervising Drafting Technician, Thomas Wisse, a former Senior Engineering Aide, Lisa Lupardi, a former Fiscal Analyst, and Margaret Martini, a former Administrative Clerk, Typing, with Bergen County, of their layoffs, effective May 30, 2010, were before Administrative Law Judge Irene Jones (ALJ), who rendered her initial decision on August 5, 2011. At its meeting on September 21, 2011, the Civil Service Commission (Commission) adopted the ALJ's recommendation to acknowledge the withdrawal of the appeals of Robert Meluson and Thomas Wisse, dismiss the appeal of Lisa Lupardi, and acknowledge the settlement agreement entered into by Margaret Martini and the appointing authority. However, the Commission found it necessary to address the exceptions and cross exceptions. The proposed final decision is now submitted for the Commission's review.

ACTION: The Civil Service Commission adopted the final decision.

B-40 LARRY JOHNSON

The appeal of Larry Johnson, a Senior Correction Officer with Northern State Prison, Department of Corrections, of his removal effective January 14, 2011, on charges, was heard by Administrative Law Judge Evelyn J. Marose (ALJ), who rendered her initial decision on August 4, 2011. At its meeting on September 21, 2011, the Civil Service Commission (Commission) did not adopt the ALJ's recommendation to reverse the removal. Rather, the Commission modified the removal to a 90 working day suspension. The proposed decision is now submitted for the Commission's review.

ACTION: The Civil Service Commission adopted the decision.

B-41 ALANA RUPTAK

Alana Ruptak petitions the Civil Service Commission for reconsideration of the decision rendered on June 15, 2011, which denied her appeal regarding her ineligibility for the open competitive examination for Habilitation Plan Coordinator (S0774M), Statewide.

ACTION: The Civil Service Commission directed that this request be denied.

B-42 MICHAEL WALSH

Michael Walsh, a Senior Correction Officer with the Central Reception and Assignment Facility, Department of Corrections, represented by Daniel Geddes, Esq., petitions the Civil Service Commission for reconsideration of the decision rendered on April 20, 2011, which found that he was correctly denied sick leave injury benefits.

ACTION: The Civil Service Commission directed that this request be denied.

B-43 JOSEPH MCINTYRE

Joseph McIntyre appeals the decision of the Division of State and Local Operations which found that his position with the City of Trenton is correctly classified as Sewage Plant Superintendant. The appellant seeks a General Superintendent, Sewer Utility title.

ACTION: The Civil Service Commission directed that this appeal be granted in part and the matter of the proper classification of Peter Lupinacci's title be referred to the Division of State and Local Operations for further review.

B-44 JENNIFER RYAN

Jennifer Ryan appeals the determination of the Division of State and Local Operations that her position in the Department of Law and Public Safety is properly classified as Accountant 3. The appellant seeks an Accountant 2 classification.

ACTION: The Civil Service Commission directed that this appeal be granted.

B-45 GARY SANDERSON

Gary Sanderson appeals the decision of the Division of State and Local Operations which found that his position with the Department of Environmental Protection is properly classified as Environmental Specialist 4. The appellant seeks a Supervising Program Development Specialist, Environmental Protection classification.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-46 KARI WUDARSKI

Kari Wudarski appeals the determination of the Division of State and Local Operations that her position with the Department of Law and Public Safety is properly classified as an Accountant 2. The appellant seeks an Accountant 1 classification.

ACTION: The Civil Service Commission directed that this appeal be granted.

B-47 STEPHEN ANGELUCCI, ET AL.

Stephen Angelucci, Alfred Adigun, Corinne DiBiasio, Sylvester Henderson, Marc Kassenoff, Michelle Kolpak and Joseph Ravipinto appeal the determinations of the Division of Selection Services which found that they did not meet the experience requirements for the open competitive examination for Customer Service Representative 1 (S0756M), Statewide.

ACTION: The Civil Service Commission directed that these appeals be denied.

B-48 ANELIA CHATTERJEE

Anelia Chatterjee appeals her rank and score for the open competitive examination for Librarian (M0571M), Bloomfield.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-49 GENEVIEVE CLIFTON

Genevieve Clifton appeals the determination of the Division of Selection Services which found that she did not meet the minimum experience requirements for the promotional examination for Manager 2, Department of Transportation Policy Capital Programs and Authorities (PS7547T).

ACTION: The Civil Service Commission directed that this appeal be granted.

B-50 BETH CLINK-CAHILL AND MARK GECHTBERG

Beth Clink-Cahill and Mark Gechtberg appeal the determinations of the Division of Selection Services which found that they did not meet the experience requirements for the promotional examination for Program Development Specialist 1 Mental Health Services (PS9559K), Greystone Park Psychiatric Hospital.

ACTION: The Civil Service Commission directed that these appeals be granted.

B-51 ELEANOR L. COUPE, ET AL.

Eleanor L. Coupe, Raymond G. Moody, and Jennifer L. Pohl appeal the determinations of the Division of Selection Services which found that they did not meet the requirements for the open-competitive examination for Program Support Specialist 3, Assistance Programs (S0769M).

ACTION: The Civil Service Commission directed that these appeals be denied.

B-52 MICHELLE DEFRANCIS

Michelle DeFrancis appeals the determination of the Division of Selection Services that she did not meet the experience requirement for the promotional examination for Purchasing Agent (PM0183N), Jackson.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-53 JACQUELINE DENNIS

Jacqueline Dennis appeals the determination of the Division of Selection Services that she did not meet the experience requirement for the promotional examination for Manager, Animal Control Facility (PC0347N), Burlington County.

ACTION: The Civil Service Commission directed that this appeal be granted.

B-54 RONDA JONES, ET AL.

Ronda Jones, Orson Baldwin, and Shavon Loatman appeal the determinations of the Division of Selection Services which found that they did not meet the experience requirements for the open competitive examination for Behavior Support Technician (S0767M), Statewide.

ACTION: The Civil Service Commission directed that these appeals be denied.

B-55 SHERRISE MOTEN

Sherrise Moten appeals the decision of the Division of Selection Services which found that she did not meet the experience requirements for the promotional examination for Project Coordinator Redevelopment (PM0052M), Atlantic City.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-56 STEVEN NADRATOWSKI

Steven Nadratowski appeals the determination of the Division of Selection Services which found that he did not meet the requirements for the open-competitive examination for Carpenter (M2020N), Passaic Valley Water Commission.

ACTION: The Civil Service Commission directed that this appeal be granted.

B-57 GUY PETINGA

Guy Petinga appeals the decision of the Division of Selection Services which found that he did not meet the experience requirements for the promotional examination for Assistant Director of Public Works (PM0314N), Atlantic City.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-58 LISA PICON

Lisa Picon appeals the decision of the Division of Selection Services which found that, per the substitution clause for education, she did not meet the experience requirements for the promotional examination for Personnel Officer (PM0354N), Camden.

ACTION: The Civil Service Commission directed that this appeal be denied and the position undergo a classification review.

B-59 JOHN S. RELLSTAB

John S. Rellstab appeals the determination of the Division of Selection Services which found that he did not meet the requirements for the promotional examination for Senior Electrician (PM0121N), Pemberton.

ACTION: The Civil Service Commission directed that this appeal be granted.

B-60 ANA REYES

Ana Reyes appeals the decision of the Division of Selection Services which found that she did not meet the experience requirements for the promotional examination for Business Manager (PM0156N), Atlantic City.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-61 BRYAN RUSSELL

Bryan Russell appeals the decision of the Division of Selection Services which found that he did not meet the experience requirements for the promotional examination for Assistant Purchasing Agent (PM0303N), Linden.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-62 VICTORIA DEMARCO

Victoria DeMarco appeals the test administration of the examination for Field Service Supervisor 2, Medical Assistance (PS7042K), Department of Human Services.

ACTION: The Civil Service Commission directed that this appeal be denied.

B-63 LUZ NAVARRO

Luz Navarro appeals the test administration of the examination for Social Work Supervisor (PC0894M), Monmouth County.

ACTION: The Civil Service Commission directed that this appeal be denied.

VOTE:

Robert M. Czech	(Abstained)
Robert E. Brenner	(Yes)
Thomas J. Perna	(Yes)
Richard E. Williams	(Yes)

B-64 DEMETRIUS RUSSELL

Demetrius Russell appeals his score for the physical performance portion of the examination for Fire Fighter (M999M).

ACTION: The Civil Service Commission directed that this appeal be denied.

B-65 PROPOSED AMENDMENTS: N.J.A.C. 4A:2-2.3, GENERAL CAUSES FOR DISCIPLINE; 4A:2-2.5, OPPORTUNITY FOR HEARING BEFORE APPOINTING AUTHORITY; AND 4A:4-2.11, RESIDENCE STANDARDS

Submitted for the Commission's approval is a Notice of Proposal to amend *N.J.A.C.* 4A:2-2.3, General causes for discipline; 4A:2-2.5, Opportunity for hearing before appointing authority; and 4A:4-2.11, Residence standards. These amendments would change civil service rules in light of the recently enacted New Jersey residency law that went into effect on September 1, 2011. See P.L. 2011, c.70. An employee appointed on or after September 1 must be a New Jersey resident. If a non-resident employee appointed on or after that date still hasn't obtained a principal New Jersey residence within one year, and has not received an exemption from the residency requirement, this would be a cause for discipline, and an appointing authority would be able to suspend the employee immediately as being unfit for duty. Additionally, the Commission and civil service appointing authorities would have to utilize a different set of standards for determining New Jersey residency than the standards now used for determining residency for local government. It is recommended that this proposal be approved for publication in the New Jersey Register for public notice and comment.

ACTION: The Civil Service Commission approved the proposal for publication.

B-66 CIVIL SERVICE COMMISSION MINUTES

Submitted for adoption are the Civil Service Commission minutes of its meeting of September 21, 2011.

ACTION: The Civil Service Commission adopted the minutes of its meeting of September 21, 2011.

B-67 EARLY SETTLEMENT

In the Matter of Donald Mallory
Juvenile Justice Commission
Department of Law and Public Safety
Suspension

ACTION: The Civil Service Commission acknowledged the settlement.

B-68 CORRECTION MAJOR

The Department of Corrections requests the creation of the title of Correction Major to consolidate comparable functions performed by existing custody supervisory staff in the titles of Correction Captain, Director of Custody Operations 1 and Director of Custody Operations 2.

ACTION: The Civil Service Commission approved the change in the State Classification Plan.

B-69 JOHN CERRATO

The appeal of John Cerrato, a Human Services Specialist 2 with the Passaic County Board of Social Services, of his removal effective January 25, 2010, on charges, was heard by Administrative Law Judge Sandra Ann Robinson (ALJ), who rendered her initial decision on June 30, 2011. At its meeting on September 21, 2011, the Civil Service Commission (Commission) did not adopt the ALJ's recommendation to modify the removal to a 90-day suspension. Rather, the Commission imposed a six-month suspension. The proposed decision is now submitted for the Commission's review.

ACTION: The Civil Service Commission adopted the decision.

B-70 ANTHONY FERRAIOLI

The appeal of Anthony Ferraioli, a Police Officer with the City of Hackensack, of his six-month suspension, on charges, was heard by Administrative Law Judge Jesse H. Strauss (ALJ), who rendered his initial decision on August 16, 2011. At its meeting on September 21, 2011, the Civil Service Commission (Commission) did not adopt the ALJ's recommendation to modify the six-month suspension to a 30-day suspension. Rather, the Commission modified the suspension to a three-month suspension. The proposed decision is now submitted for the Commission's review.

ACTION: The Civil Service Commission adopted the decision.

B-71 JIMMY GONZALEZ

The appeal of Jimmy Gonzalez, a Senior Correction Officer with East Jersey State Prison, Department of Corrections, of his removal effective August 19, 2010, on charges, was heard by Administrative Law Judge Sandra Ann Robinson (ALJ), who rendered her initial decision on May 20, 2011. At its meeting on September 21, 2011, the Civil Service Commission (Commission) adopted the ALJ's recommendation to modify the removal to a 90 working day suspension. However, the Commission found it necessary to address the exceptions and cross exceptions filed by the parties. The proposed decision is now submitted for the Commission's review.

ACTION: The Civil Service Commission adopted the decision.

B-72 OLLIE KENDRICK

The appeal of Ollie Kendrick, a Practical Nurse with North Jersey Developmental Center, Department of Human Services, of her removal effective May 17, 2010, on charges, was heard by Administrative Law Judge Leslie Z. Celentano (ALJ), who rendered her initial decision on August 15, 2011. At its meeting on September 21, 2011, the Civil Service Commission (Commission) adopted the ALJ's recommendation to uphold the removal. However, the Commission found it necessary to address the exceptions and cross exceptions filed by the parties. The proposed final decision is now submitted for the Commission's review.

ACTION: The Civil Service Commission adopted the final decision.

There being no further business before the Civil Service Commission, the meeting was adjourned to convene on Wednesday, October 19, 2011, at 10:00 a.m., at 3 Station Plaza, Trenton, New Jersey.