



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 19, 2011**

**Robert E. Brenner, Presiding  
Thomas J. Perna  
Richard E. Williams**

**October 19, 2011**

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**A regular meeting of the Civil Service Commission was held on Wednesday, October 19, 2011, in Trenton, New Jersey.**

**PRESENT: Robert E. Brenner, Presiding Member; Members 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, the Secretary to the Civil Service Commission 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.**

**SECTION A – HEARING MATTERS**

**A-1 SETTLEMENTS**

In the Matter of Gerald T. Brown  
Mercer County  
Department of Public Safety  
Removal

In the Matter of Atronda Clark  
Hudson County  
Department of Corrections  
Suspensions (2)

In the Matter of Tasheema Floyd  
Vineland Developmental Center  
Department of Human Services  
Removal

In the Matter of Kelly Gaspari  
Garden State Youth Correctional Facility  
Department of Corrections  
Removal

In the Matter of Mickelle Glaude  
North Jersey Developmental Center  
Department of Human Services  
Removal

In the Matter of Esther Guzman  
City of Perth Amboy  
Clerk Department  
Suspensions (3)

In the Matter of Carolyn Inge  
Mercer County  
Department of Public Safety  
Removal

In the Matter of Douglas Marshall  
City of Newark  
Police Department  
Suspension

In the Matter of Joseph Mongiello  
Parsippany-Troy Hills  
Police Department  
Reprisal

In the Matter of Arlene Porter  
Trenton Psychiatric Hospital  
Department of Human Services  
Suspension and Removal

In the Matter of Craig Rogers  
City of Newark  
Police Department  
Removals (3)

In the Matter of Delcontee Wleh, Sr.  
Trenton Psychiatric Hospital  
Department of Human Services  
Removal

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

**ACTION:** The Civil Service Commission acknowledged the settlements.

**A-2 SARAH BISSINGER**

Sarah Bissinger, Residential Services Worker, New Lisbon Developmental Center, Department of Human Services, removal effective July 26, 2010, on charges of conduct unbecoming a public employee, other sufficient cause and falsification.

Recommendation of the Administrative Law Judge – Grant the appointing authority's motion for summary decision and uphold the removal.

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

**A-3 SACHA CRUZ**

Sacha Cruz, County Correction Officer, Hudson County, Department of Corrections, removal effective April 13, 2011, on charges of insubordination, conduct unbecoming a public employee, neglect of duty 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-4 DONNA JACKSON (REMAND)**

Donna Jackson, County Correction Officer, Hudson County, Department of Corrections, removal effective May 6, 2010, on charges of insubordination, excessive absenteeism, conduct unbecoming a public employee, incompetency, inefficiency, or failure to perform duties, neglect of duty and other sufficient cause.

Recommendation of the Administrative Law Judge – Reverse the removal.

**ACTION:** The Civil Service Commission modified the recommendation of the Administrative Law Judge to a 10 working day suspension.

**A-5 ELSIE VEGA-MEDINA**

Elsie Vega-Medina, Police Officer, City of Trenton, Police Department, removal effective June 11, 2010, on the charge of conduct unbecoming a public employee.

Recommendation of the Administrative Law Judge – Reverse the removal.

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

**A-6 THALIA MENDOZA**

Thalia Mendoza, County Correction Officer, Hudson County, Department of Corrections, removal effective February 4, 2011, on charges of conduct unbecoming a public employee, insubordination and other sufficient cause.

Recommendation of the Administrative Law Judge – Modify the removal to a six-month suspension.

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

**A-7 MELISSA A. RAMOS**

Melissa A. Ramos, County Correction Officer, Ocean County, Department of Corrections, removal effective October 28, 2010, on charges of conduct unbecoming a public employee, neglect of duty, other sufficient cause, and integrity.

Recommendation of the Administrative Law Judge – Uphold the removal.

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

**A-8 KAREEMA WILSON**

Kareema Wilson, Human Services Assistant, Woodbridge Developmental Center, Department of Human Services, removal effective January 10, 2010, on charges of willful damage to the property of another employee, threatening, intimidating, coercing and/or interfering with fellow employees 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-9 SPENCER SMITH (SETTLEMENT)**

Spencer Smith, Police Officer, City of Wildwood, Department of Public Safety and Public Affairs, release at the end of the working test period effective January 27, 2011. Settled to a reinstatement and no later than March 1, 2012 all back pay from January 27, 2011.

Recommendation of the Administrative Law Judge – Acknowledge the settlement.

**ACTION:** The Civil Service Commission modified the ALJ's recommendation and acknowledged the amended settlement.

**A-10 MATTHEW TROTTER (SETTLEMENT)**

Matthew Trotter, Police Officer, City of Wildwood, Department of Public Safety and Public Affairs, release at the end of the working test period effective January 27, 2011. Settled to a reinstatement and no later than March 1, 2012 all back pay from January 27, 2011.

Recommendation of the Administrative Law Judge – Acknowledge the settlement.

**ACTION:** The Civil Service Commission modified the ALJ's recommendation and acknowledged the amended settlement.

**A-11 RICHARD WARREN**

Richard Warren, Senior Accountant, Bloomfield Public Library, appeals the good faith of his layoff effective June 15, 2011, for reasons of economy and efficiency. This matter was placed on the Civil Service Commission's (Commission) agenda for review on October 5, 2011, but was held over since the appointing authority subsequently filed exceptions to the appellant's request to withdraw his good faith appeal to the Commission.

**ACTION:** The Civil Service Commission acknowledged the appellant's withdrawal of his appeal with prejudice.

**A-12 SONIA GIRON**

Sonia Giron, Police Officer, Jersey City, Police Department, removal effective August 10, 2010, on charges of incompetency, inefficiency or failure to perform duties.

Recommendation of the Administrative Law Judge – Uphold the removal.

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

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

**SECTION B – MISCELLANEOUS MATTERS**

**B-1** The Division of State and Local Operations requests the inactivation of five unclassified titles used in various State departments.

**MEMORANDUM**

**DATE:** October 4, 2011  
**TO:** Civil Service Commission  
**FROM:** Kenneth Connolly, Director, State and Local Operations  
**SUBJECT:** Change in the Classification Plan

**STATE GOVERNMENT TITLES**

The Division of State and Local Operations requests the inactivation of several unclassified titles used in various state departments.

The titles are unencumbered. We have notified the State Appointing Authorities of our plans to inactivate, and have provided them with the opportunity to review and comment.

This action is requested to comply with Civil Service Commission goals of title reduction of unnecessary titles.

The effective date of these title inactivations will be the first pay period that follows the Commission's approval of the action.

**TITLE INACTIVATIONS**

Physician 3  
00096 Unclassified State

Inspection Manager  
10176 Unclassified State

Associate Director, Commission of Science and Technology  
80144 Unclassified State

Executive Director, Commission of Science and Technology  
03180 Unclassified State

Director Employment and Training  
64650 Unclassified State

**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 45 local government titles that have a typing variant.



## MEMORANDUM

DATE: September 29, 2011  
TO: Civil Service Commission  
FROM: Kenneth Connolly, Director *Kenneth Connolly*  
State and Local Operations  
SUBJECT: Change in the Classification Plan

### LOCAL GOVERNMENT TITLE CONSOLIDATION INITIATIVE

Several local titles possessing similar duties, responsibilities and experience requirements have been identified for title consolidation. Specifically, several titles have been identified as typing variants. These titles are identical to their base titles, except for the inclusion of typing duties.

The typing function has evolved over time to include the use of keyboard equipment to input/retrieve information on a desktop or other computer, replacing antiquated technology such as typewriters. Most positions now require some level of proficiency in keyboarding/typing information into a computer or other key entry device used by the agency. Thus, maintaining separate titles for this function is unnecessary and obsolete by today's standards. The definitions, requirements, knowledge, skills and abilities sections of the base title specifications will be modified to accommodate these proposals.

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.
- 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 unit scope 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 unit scope 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.

Civil Service Commission

- Eligibility lists for affected titles and unit scopes 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 addressed.

This consolidation will be made effective the first pay period following the Commission's approval.

**CONSOLIDATION OF TITLES**

<p><b>FROM</b> Account Clerk Typing 00003 Career</p>	<p><b>TO</b> Account Clerk 00001 Career</p>
<p><b>FROM</b> Cashier Typing 00981 Career</p>	<p><b>TO</b> Cashier 00976 Career</p>
<p><b>FROM</b> Cashier Typing Bilingual in Spanish/English  04621 Career</p>	<p><b>TO</b> Cashier Bilingual in Spanish/English 00978 Career</p>
<p><b>FROM</b> Clinic Attendant Typing 01275 Career</p>	<p><b>TO</b> Clinic Attendant 01273 Career</p>
<p><b>FROM</b> Community Service Aide Typing 01315 Career</p>	<p><b>TO</b> Community Service Aide 01313 Career</p>
<p><b>FROM</b> Crime Prevention Aide Typing 01447 Career</p>	<p><b>TO</b> Crime Prevention Aide 01445 Career</p>
<p><b>FROM</b> Housing Aide Typing 04762 Career</p>	<p><b>TO</b> Housing Aide 02063 Career</p>
<p><b>FROM</b> Housing Assistance Technician Typing 04953 Career</p>	<p><b>TO</b> Housing Assistance Technician 04534 Career</p>
<p><b>FROM</b> Interviewer Veterans Service Bureau Typing  04717 Career</p>	<p><b>TO</b> Interviewer Veterans Service Bureau 02172 Career</p>
<p><b>FROM</b> Inventory Control Clerk Typing 07364 Career</p>	<p><b>TO</b> Inventory Control Clerk 02174 Career</p>

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**FROM**

Library Assistant Typing  
07468 Non Competitive

**FROM**

Payroll Clerk Typing  
02635 Career

**FROM**

Payroll Supervisor Typing  
06488 Career

**FROM**

Personnel Aide Typing  
02646@ Career

**FROM**

Police Communications Clerk Typing  
04717 Career

**FROM**

Principal Account Clerk Typing  
02757 Career

**FROM**

Principal Cashier Typing  
04740 Career

**FROM**

Principal Library Assistant Typing  
02823 Career

**FROM**

Principal Payroll Clerk Typing  
04734 Career

**FROM**

Principal Purchasing Assistant Typing  
06254 Career

**FROM**

Principal Timekeeper Typing  
06568 Career

**FROM**

Public Information Assistant Typing  
02925 Career

**FROM**

Purchasing Assistant Typing  
02953 Career

**TO**

Library Assistant  
07467 Non Competitive

**TO**

Payroll Clerk  
02634 Career

**TO**

Payroll Supervisor  
02636 Career

**TO**

Personnel Aide  
02645 Career

**TO**

Police Communications Clerk  
02720 Career

**TO**

Principal Account Clerk  
02755 Career

**TO**

Principal Cashier  
02771 Career

**TO**

Principal Library Assistant  
02822 Career

**TO**

Principal Payroll Clerk  
02831 Career

**TO**

Principal Purchasing Assistant  
02847 Career

**TO**

Principal Timekeeper  
04699 Career

**TO**

Public Information Assistant  
02923 Career

**TO**

Purchasing Assistant  
02952 Career

Civil Service Commission

**FROM**  
 Receptionist Typing  
 02981 Career

**TO**  
 Receptionist  
 02976 Career

**FROM**  
 Receptionist Typing Bilingual in Spanish/English  
 05131 Career

**TO**  
 Receptionist Bilingual in  
 Spanish/English  
 05755 Career

**FROM**  
 Receptionist/Telephone Operator Typing  
 05674 Career

**TO**  
 Receptionist/Telephone  
 Operator  
 05718 Career

**FROM**  
 Research Aide Typing  
 04920 Career

**TO**  
 Research Aide  
 03068 Career

**FROM**  
 Senior Account Clerk Typing  
 03168@ Career

**TO**  
 Senior Account Clerk  
 03165@ Career

**FROM**  
 Senior Cashier Typing  
 03237 Career

**TO**  
 Senior Cashier  
 03236 Career

**FROM**  
 Senior Health Aide Typing  
 06546 Career

**TO**  
 Senior Health Aide  
 03351 Career

**FROM**  
 Senior Library Assistant Typing  
 03417 Career

**TO**  
 Senior Library Assistant  
 03416 Career

**FROM**  
 Senior Payroll Clerk Typing  
 03497 Career

**TO**  
 Senior Payroll Clerk  
 03496 Career

**FROM**  
 Senior Public Information Assistant Typing  
 54455 Career

**TO**  
 Senior Public Information  
 Assistant  
 03538 Career

**FROM**  
 Senior Purchasing Assistant Typing  
 03548 Career

**TO**  
 Senior Purchasing Assistant  
 03547 Career

**FROM**  
 Senior Receptionist Typing  
 03554 Career

**TO**  
 Senior Receptionist  
 03552@ Career

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**FROM**  
Senior Telephone Operator Typing  
03616 Career

**TO**  
Senior Telephone Operator  
03612 Career

**FROM**  
Senior Timekeeper Typing  
04969 Career

**TO**  
Senior Timekeeper  
04684 Career

**FROM**  
Social Service Assistant Typing  
04946 Career

**TO**  
Social Service Assistant  
04623 Career

**FROM**  
Supervising Account Clerk Typing  
03849@ Career

**TO**  
Supervising Account Clerk  
03848 Career

**FROM**  
Supervising Library Assistant Typing  
03905 Career

**TO**  
Supervising Library Assistant  
03904 Career

**FROM**  
Supervisor of Accounts Typing  
06663 Career

**TO**  
Supervisor of Accounts  
03969 Career

**FROM**  
Technical Assistant to the Construction Official Typing  
  
07128 Career

**TO**  
Technical Assistant to the  
Construction Official  
05193 Career

**FROM**  
Telephone Operator Typing  
04150 Career

**TO**  
Telephone Operator  
04145@ Career

**FROM**  
Tenant Interviewer Bilingual Spanish/English Typing  
  
04156 Career

**TO**  
Tenant Interviewer Bilingual in  
Spanish/English  
04155@ Career

**FROM**  
Tenant Interviewer Typing  
04157 Career

**TO**  
Tenant Interviewer  
04153@ Career

KC/JMM/BP

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

**B-3 ADALBERTO BONILLA**

Adalberto Bonilla appeals his rejection as a Police Officer candidate by Camden City and its request to remove his name from the eligible list for Police Officer (S9999K) on the basis of psychological unfitness to perform effectively the duties of the position.

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

**B-4 SHANIQUAH TOWNES**

Shaniquah Townes, represented by Jarrett Schreck, Esq., appeals her rejection as a Police Officer candidate by Newark and its request to remove her name from the eligible list for Police Officer (S9999K), on the basis of psychological unfitness to perform effectively the duties of the position.

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

**B-5 WARREN CUBBAGE**

Warren Cabbage, a Senior Correction Officer at South Woods State Prison, Department of Corrections, appeals the denial of sick leave injury (SLI) benefits.

**ACTION:** The Civil Service Commission directed that this matter be referred to the Medical Examiners Panel.

**B-6 MARTHA DORVIL**

Martha Dorvil, a Senior Therapy Program Assistant at the New Lisbon Developmental Center, Department of Human Services, appeals the denial of sick leave injury (SLI) benefits.

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

**B-7 JOHN DREBITKO**

John Drebitko, a Sub-Code Official with the Department of Community Affairs, represented by Brett Richter, Communications Workers of America, Local 1039, appeals the denial of sick leave injury (SLI) benefits.

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

**B-8 RHONDA JOHNSON**

Rhonda Johnson, a Supervising Family Service Specialist 1 with the Department of Children and Families, appeals the denial of sick leave injury (SLI) benefits.

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

**B-9 JOSEPH SOMMERS**

Joseph Sommers, a Senior Correction Officer at the Adult Diagnostic and Treatment Center, Department of Corrections, represented by Daniel Geddes, Esq., appeals the denial of sick leave injury (SLI) benefits.

**ACTION:** The Civil Service Commission directed that this matter be referred to the Medical Examiners Panel.

**B-10 DANNY BORRERO**

Danny Borrero appeals the decision of the Division of State and Local Operations which found that the appointing authority had presented a sufficient basis to remove the appellant's name from the Correction Officer Recruit (S9999K), Department of Corrections, eligible list on the basis of falsification of his application.

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

**B-11 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. This matter was held over at the October 5, 2011 Civil Service Commission meeting.

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

**B-12 IRENE RABB**

Irene Rabb appeals the decision of the Division of State and Local Operations, which upheld the bypass of her name on the Assistant Food Service Supervisor 3 (PS3710K), Greystone Park Psychiatric Hospital, Department of Human Services, eligible list.

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

**B-13 PAUL DEMARCO**

Paul DeMarco requests reconsideration of the final administrative determination in *In the Matter of Steven Post and Paul DeMarco, Sheriff's Officer Lieutenant* (CSC, decided February 2, 2011).

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

**B-14 YEMANE TESFASELASSE**

Yemane Tesfaselasse petitions the Civil Service Commission for reconsideration of the decision rendered on June 15, 2011, which denied his appeal regarding his ineligibility for the promotional examination for Senior Management Assistant (PS8476L), Ann Klein Forensic Hospital.

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



**B-15 ROBBIN CONOVER**

The Superior Court of New Jersey, Appellate Division, has remanded the matter of the denial of sick leave injury (SLI) benefits to Robbin Conover, a Correction Lieutenant at the Albert C. Wagner Youth Correctional Facility, Department of Corrections, to the Civil Service Commission for consideration of additional evidence and referral to the Medical Examiners Panel.

**ACTION:** The Civil Service Commission directed that this matter be referred to the Medical Examiners Panel.

**B-16 CARMELA THOMPSON**

The Superior Court of New Jersey, Appellate Division, has remanded the matter of Carmela Thompson's entitlement to additional back pay and benefits for the period of her indefinite suspension to the Civil Service Commission.

**ACTION:** The Civil Service Commission vacated that portion of the prior decision dismissing the appellant's appeal for the Commission's lack of jurisdiction and denied the request for additional back pay and benefits.

**B-17 MARY COYLE**

The Judiciary, Vicinage 5, Essex County, requests approval to place Mary Coyle, a Judge's Secretary 1, on continuous leaves of absence from her career service title from September 29, 2008 through the present.

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

**B-18 SAMUEL BELLO**

The appeal of Samuel Bello, an Emergency Medical Technician with Pennsauken Township, of his suspension and demotion, was before Administrative Law Judge Ronald W. Reba, who rendered his initial decision on May 19, 2011, recommending acknowledgement of the settlement of the parties.

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

**B-19 DEBORAH JOHNSON-MCCALL**

The appeal of Deborah Johnson-McCall, a Cook with Atlantic County, Department of Human Services, of her removal, effective September 9, 2010, was before Administrative Law Judge Bruce M. Gorman, who rendered his initial decision on July 1, 2011, recommending acknowledgement of the settlement of the parties.

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

**B-20 MICHAEL MUSA**

The appeal of Michael Musa, a Police Officer with Union City, of his release at the end of the working test period, effective June 125, 2009, was before Administrative Law Judge Caridad F. Rigo, who rendered her initial decision on July 29, 2011, recommending acknowledgement of the settlement of the parties.

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

**B-21 AILEEN MATIAS**

Aileen Matias, a Police Officer with Irvington Township, represented by Benjamin A. Spivack, Esq., requests counsel fees in accordance with the Civil Service Commission decision rendered on March 16, 2011.

**ACTION:** The Civil Service Commission directed that this appeal be granted in part and the appellant be awarded \$13,800 in counsel fees and \$939.80 in costs.

**B-22 DWAYNE WILLIAMS**

Union City, on behalf of Dwayne Williams, requests that he be permitted to participate in the intergovernmental transfer program and to complete the remainder of his working test period as a Police Officer with Union City.

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

**B-23 JUNE WYATT-KRAUSE**

June Wyatt-Krause appeals the decision of the Division of State and Local Operations which found that her position with the Department of Environmental Protection is properly classified as Secretarial Assistant 3, Non-Stenographic. The appellant seeks a Management Assistant or Administrative Assistant 3 classification.

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

**B-24 ADMINISTRATIVE ANALYST (SPECIAL RE-EMPLOYMENT LIST), MERCER COUNTY**

The appointing authority's failure to dispose of the certification for Administrative Analyst (Special Re-employment List) Mercer County, while a provisional is serving in the title, has been referred to the Civil Service Commission for enforcement.

**ACTION:** The Civil Service Commission ordered the appointing authority to remove the provisional appointee, properly dispose of the certification and pay compliance costs.

**B-25 ASSISTANT DIRECTOR OF ECONOMIC AND INDUSTRIAL DEVELOPMENT (M1685J), NEWARK**

The appointing authority's failure to dispose of the certification for Assistant Director of Economic and Industrial Development (M1685J), Newark, while a provisional is serving in the title, has been referred to the Civil Service Commission for enforcement.

**ACTION:** The Civil Service Commission ordered the appointing authority to remove the provisional appointee, properly dispose of the certification and pay compliance costs.

**B-26 BUILDING INSPECTOR (M0024M), GLOUCESTER CITY**

Gloucester City requests reconsideration of that part of the decision rendered on July 13, 2011 by the Civil Service Commission in *In the Matter of Building Inspector (M0024M)*, which assessed costs of the selection process in the amount of \$2,048.

**ACTION:** The Civil Service Commission directed that the request for reconsideration be granted in part and the prior assessment of \$2,048 be reduced to \$1,024.

**B-27 CHIEF INVESTIGATOR, SECURED FACILITIES**

The Department of Corrections requests the reallocation of the title of Chief Investigator, Secured Facilities, from the career to the unclassified service, pursuant to *N.J.A.C. 4A:3-1.3(a)5*.

Pursuant to *N.J.S.A. 11A:3-6*, a public hearing is required when the Civil Service Commission (Commission) considers reallocating a title from the career to the unclassified service. To that end, the current incumbents in the title, the appointing authorities, and the affected collective bargaining units were given notice that a public hearing would be conducted during the Commission's regularly scheduled meeting on October 19, 2011. In addition, this notice was included on the agenda item for the Commission's meeting and posted on this agency's website in order to provide notice to the general public. Thus, prior to voting on this item, an opportunity for public comment was provided.

**ACTION:** The Civil Service Commission directed that this matter be held over for further review of the public comments which were presented at the meeting and for the receipt of additional written submissions by the parties.

**B-28 CLERK DRIVER (C0304M), HUDSON COUNTY**

Hudson County requests permission not to make an appointment from the January 28, 2011 certification for Clerk Driver (C0304M).

**ACTION:** The Civil Service Commission denied the appointment waiver and ordered the appointing authority to properly dispose of the certification and remit \$1,000 in compliance costs.

**B-29 KEYBOARDING CLERK 2 (PC0438M), UNION COUNTY**

Union County requests that the eligible list for Keyboarding Clerk 2 (PC0438M) be revived in order to effectuate the permanent appointments of Lesley Doran and Yamil Nieves.

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

**B-30 KEYBOARDING CLERK 4 (PC0715L), MERCER COUNTY BOARD OF SOCIAL SERVICES**

The Mercer County Board of Social Services requests that the eligible list for Keyboarding Clerk 4 (PC0715L) be revived in order to make a permanent appointment from the list.

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

**B-31 PARKING ENFORCEMENT OFFICER (M0618K), UNION TOWNSHIP**

The appointing authority's failure to dispose of the certification for Parking Enforcement Officer (M0618K), Union Township, while a provisional is serving in the title, has been referred to the Civil Service Commission for enforcement.

**ACTION:** The Civil Service Commission ordered the appointing authority to remove the provisional appointee, properly dispose of the certification and pay compliance costs.

**B-32 REALLOCATION OF TITLES IN THE DEPARTMENT OF STATE**

The Director, Division of State and Local Operations, requests the reallocation of the subject titles to the noncompetitive division of the career service from August 27, 2011 to September 9, 2011.

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

**B-33 SEWAGE PLANT ATTENDANT (C0574M), BERGEN COUNTY UTILITIES AUTHORITY**

The Bergen County Utilities Authority requests permission not to make an appointment from the June 1, 2011 certification for Sewage Plant Attendant (C0574M).

**ACTION:** The Civil Service Commission granted an appointment waiver and assessed no selection costs at this time.

**B-34 SUBSTANCE ABUSE EVALUATOR, JUDICIARY**

The Division of State and Local Operations, on behalf of the Judiciary, requests that the time served by employees in the unclassified Tentative Title, Professional Case, be considered in the employees' seniority upon their appointments to the non-competitive title of Substance Abuse Evaluator.

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

**B-35 MARC ALSTON**

The appeal of Marc Alston, an Assistant Family Service Worker 2 with the Department of Children and Families, of his removal, effective March 1, 2010, on charges, was heard by Administrative Law Judge John Schuster III, who rendered his initial decision on August 4, 2011, modifying the removal to a 10-day suspension. At its meeting on October 5, 2011, the Civil Service Commission (Commission) did not adopt the ALJ's recommendation. Rather, the Commission reversed the removal. The proposed decision is now submitted for the Commission's review.

**ACTION:** The Civil Service Commission adopted the decision.

**B-36 WALTER BARNES**

The appeal of Walter Barnes, a Practical Nurse with Ancora Psychiatric Hospital, Department of Human Services, of his removal, effective June 23, 2008, on charges, was heard by Administrative Law Judge Dennis P. Blake, who rendered his initial decision on August 9, 2011. At its meeting on October 5, 2011, the Civil Service Commission (Commission) adopted the ALJ's recommendation to acknowledge the settlement agreement between the parties. 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.

**B-37 MARC JONES**

The appeal of Marc Jones, a Correction Sergeant with Edna Mahan Correctional Facility, Department of Corrections, of his removal, effective March 9, 2011, on charges, was heard by Acting Director and Chief Administrative Law Judge Laura Saunders, who rendered her initial decision on August 19, 2011. At its meeting on October 5, 2011, the Civil Service Commission (Commission) adopted the ALJ's recommendation and imposed a six-month suspension. However, the Commission found it necessary to address the exceptions filed by the appointing authority. The proposed decision is now submitted for the Commission's review.

**ACTION:** The Civil Service Commission adopted the decision.

**B-38 ISAIAH KNOWLDEN**

The appeal of Isaiah Knowlden, a Human Services Assistant with Trenton Psychiatric Hospital, Department of Human Services, of his removal, effective December 2, 2009, on charges, was heard by Administrative Law Judge Susan M. Scarola, who rendered her initial decision on August 22, 2011. At its meeting on October 5, 2011, the Civil Service Commission (Commission) did not adopt the ALJ's recommendation to uphold the removal. Rather, the Commission modified the removal to a six-month suspension. The proposed decision is now submitted for the Commission's review.

**ACTION:** The Civil Service Commission adopted the decision.

**B-39 ALFRED SMALLS**

The appeal of Alfred Smalls, a Senior Correction Officer with Edna Mahan Correctional Facility, Department of Corrections, of his removal, effective December 30, 2010, on charges, was heard by Acting Director and Chief Administrative Law Judge Laura Sanders, who rendered her initial decision on August 17, 2011. At its meeting on October 5, 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.

**B-40 JOHNNIE ARRINGTON, ET AL.**

Johnnie Arrington, Donald Cicchetti and Jorge Lopez appeal the determinations of the Division of Selection Services which found that they were below the minimum requirements in experience for the promotional examination for Principal Custodian (PM0955M), Jersey City School District.

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

**B-41 PATRICK J. CALLAHAN**

Patrick J. Callahan appeals the determination of the Division of Selection Services which found that he did not meet the requirements for the open competitive examination for Code Enforcement Officer/Zoning Officer (M0594M), Manasquan.

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

**B-42 PETER CAMPACCI**

Peter Campacci appeals the determination of the Division of Selection Services that he did not meet the experience requirement for the promotional examination for Contract Administrator 1 (PS1742K), Department of Human Services.

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



**B-43 MARIA DAMASCO**

Maria Damasco appeals the determination of the Division of Selection Services which found that she was below the minimum requirements in education for the promotional examination for Director of Nursing (PC0160N), Essex County.

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

**B-44 CLARENCE DELOATCH**

Clarence DeLoatch appeals the decision of the Division of State and Local Operations which removed the appellant's name from the Police Officer (S9999K), Camden, employment list because he was below the minimum requirements for the position.

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

**B-45 RONALD LUCCARELLI**

Ronald Luccarelli appeals the determination of the Division of Selection Services which found that, per the substitution clause for education, he did not meet the experience requirements for the promotional examination for Supervisor Information Technology (PS1772U), Office of Information Technology.

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

**B-46 BRIAN MIGNANO**

Brian Mignano appeals the determination of the Division of Selection Services which found that he did not meet the experience requirements for the open competitive examination for Supervising Respiratory Therapist (S0043M), Statewide.

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

**B-47 JULIA M. POWERS**

Julia M. Powers appeals the determination of the Division of Selection Services which found that she did not meet the requirements for the promotional examination for Human Services Specialist 4 (PC0251N), Camden County.

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

**B-48 THOMAS WALLS**

Thomas Walls appeals the determination of the Division of Selection Services which found that he was below the minimum requirements in experience for the promotional examination for Communications Technician (PM0159N), Brick.

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

**B-49 DOMINICK CASTLEGRANT**

Dominick Castlegrant appeals the oral scores for the promotional examination for Police Captain (PM7526M), Sayreville.

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

**B-50 THOMAS WALSH**

Thomas Walsh appeals the oral scores for the promotional examination for Police Captain (PM7502M), Bloomfield.

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

**B-51 PAUL BRADLEY, JR.**

Paul Bradley, Jr., represented by Adrianna Cassiere, Esq., appeals the decision of the Division of Selection Services to correct the announcement for the promotional examination for Supervising Sewage Plant Operator (PC0997M), Bergen County Utilities Authority, to include an additional title, and he appeals the test mode, his score, and seniority scores.

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

**B-52 THOMAS CUSINATO**

Thomas Cusinsato 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 and S9988M).

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

**B-53 NICHELLE WILLIAMS**

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

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

**B-54 JANICE SWIERCZAK**

Janice Swierczak appeals the decision of the Division of Selection Services that denied her request to review the promotional examination for Personnel Assistant 2 (PS8058N), Department of Labor and Workforce Development.

**ACTION:** The Civil Service Commission directed that this appeal be dismissed as moot.

**B-55 CIVIL SERVICE COMMISSION MINUTES**

Submitted for adoption are the Civil Service Commission minutes of its meeting of October 5, 2011.

**ACTION:** The Civil Service Commission adopted the minutes of its meeting of October 5, 2011.

**There being no further business before the Civil Service Commission, the meeting was adjourned to convene on Wednesday, November 2, 2011, at 10:00 a.m., at 3 Station Plaza, Trenton, New Jersey.**

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**Robert E. Brenner  
Presiding Member  
Civil Service Commission**