



STATE OF NEW JERSEY
CIVIL SERVICE COMMISSION

Chris Christie
Governor
Kim Guadagno
Lt. Governor

Robert M. Czech
Chair/Chief Executive Officer

**SUPPLEMENTAL AGENDA OF REGULAR MEETING OF
THE CIVIL SERVICE COMMISSION
OCTOBER 2, 2013**

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

SECTION B – MISCELLANEOUS MATTERS

B-61 CHANGE IN CLASSIFICATION PLAN – TITLE REACTIVATION

The Division of Classification and Personnel Management requests the reactivation of the Supervisor of Equipment Schedules title.



MEMORANDUM

DATE: September 23, 2013
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
Division of Classification and Personnel Management
SUBJECT: Change in State Classification Plan

Title Reactivation

The Division of Classification and Personnel Management requests the reactivation of the title Supervisor of Equipment Schedules (42333). The title was inadvertently inactivated during a mass inactivation of unencumbered titles in April of 2011. The title was encumbered at the time of inactivation, and is still currently in use.

We have notified union representatives of our plans to reactivate.

Following Commission approval, the effective date of this title reactivation will be retroactive to the date of inactivation, 4/9/2011.

Title Reactivation

Supervisor of Equipment Schedules
R18-42333 C * 40/12

KC/JT/BP/TL

www.state.nj.us/csc

ACTION:

B-62 CHANGE IN CLASSIFICATION PLAN – TITLE INACTIVATION

The Division of Classification and Personnel Management requests the inactivation of the Residential Services Supervisor 2, 12 Months title.

**MEMORANDUM**

DATE: September 23, 2013
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
Division of Classification and Personnel Management
SUBJECT: Change in the Classification Plan

STATE GOVERNMENT TITLE

The Division of Classification and Personnel Management requests the inactivation of an existing title.

The title of Residential Services Supervisor 2, 12 Months (10040) was created for the Department of Military and Veteran's Affairs, but it does not meet the agency's needs because it cannot supervise facility staff, due to the current bargaining unit.

In order to meet the needs of DMVA, we have modified and bifurcated job specification 04144, the Cottage Training Supervisor title, to distinguish between the DMVA and the Department of Human Services, which also uses this title. Both Appointing Authorities have approved of this action.

The effective date of the inactivation of job title 10040 will be the first pay period that follows the Commission's approval of the action.

TITLE INACTIVATION

Residential Services Supervisor 2, 12 Months
H13-10040 1 Classified 4012

KC/JT/BP/LR

ACTION:

B-63 CHANGE IN CLASSIFICATION PLAN – TITLE INACTIVATION AND TITLE CREATION

The Division of Classification and Personnel Management requests the inactivation of the Quality Assurance and Control Specialist title and the creation of the Quality Assurance Officer title.

**MEMORANDUM**

DATE: September 23, 2013
TO: Civil Service Commission
FROM: Kenneth Connolly, Director *Kenneth Connolly*
Division of Classification and Personnel Management
SUBJECT: Change in the Classification Plan

STATE GOVERNMENT TITLES

The Division of Classification and Personnel Management requests the inactivation of one (1) State title and the creation of one (1) new State title to supersede it.

As a result of an out-of-title work appeal, an audit revealed that the existing title did not accurately describe the position's duties and necessary educational requirement. Furthermore, the title is assigned to the CWA "S" Bargaining Unit, but has no supervisory responsibility. The new title created will not have any supervisory responsibility over staff, and the educational requirements will be established with a specified bachelor's degree, per applicable State and federal regulations.

The Office of Employee Relations (OER) has notified the negotiations representative of the bargaining unit. OER indicated there were no objections.

The effective date of the title inactivation will be the first pay period that follows the Commission's approval of the action. The effective date of the new title creation will be the first pay period that follows the Commission's approval of the action.

TITLE INACTIVATION

Quality Assurance and Control Specialist
S30-55956 K Classified NL12

TITLE CREATION

Quality Assurance Officer
P27-xxxxx K Classified NL12

KC/JT/BP/LR

www.state.nj.us/csc

ACTION:

B-64 KARIN HAYNES

The appeal of Karin Haynes, a Police Aide with the City of Newark, of her removal, effective March 15, 2011, on charges, was heard by Administrative Law Judge Irene Jones (ALJ), who rendered her initial decision on August 6, 2013. At its meeting on September 18, 2013, the Civil Service Commission did not adopt the ALJ's recommendation to modify the removal to a six-month suspension. Rather, the Commission upheld the removal. The proposed final decision is now submitted for the Commission's review.

ACTION:

B-65 UMAR SALAHUDDIN

The appeal of Umar Salahuddin, Assistant Youth Opportunity Coordinator with Atlantic City, of the good faith of his demotion in lieu of layoff to the title of Community Service Aide effective May 27, 2010, was heard by Administrative Law Judge Bruce M. Gorman (ALJ), who rendered his initial decision on April 30, 2013. At its meeting on September 18, 2013, the Civil Service Commission did not adopt the ALJ's recommendation to reverse the demotion to Community Service Aide. Rather, the Commission upheld the appellant's demotion. The proposed final decision is now submitted for the Commission's review.

ACTION:

B-66 MICHELLE GATLING AND KIM SHARPE

Michelle Gatling, pro se, and Kim Sharpe, represented by Arnold Shep Cohen, Esq., Laboratory Technicians with the Newark School District, appeal the determinations of their layoff rights by the Division of Classification and Personnel Management.

ACTION:

B-67 EILEEN COSTELLO

Eileen Costello appeals the decision of the Division of Selection Services and Recruitment that she did not meet the experience requirements for the promotional examination for Regulatory Officer 3 (PS8099K), Department of Human Services.

ACTION: