



STATE OF NEW JERSEY

In the Matter of Kenneth Brenzel,  
Senior Community Service Worker  
(PC2260VN), Morris County

FINAL ADMINISTRATIVE ACTION  
OF THE  
CIVIL SERVICE COMMISSION

CSC Docket No. 2018-2362

Examination Appeal

ISSUED: MAY 23, 2018 (JET)

Kenneth Brenzel appeals the determination of the Division of Agency Services (Agency Services) that he did not meet the experience requirement for the promotional examination for Senior Community Service Worker (PC2260VN), Morris County.

The promotional examination was announced open to employees who possessed a Bachelor's degree and had one year of continuous permanent service as a Community Service Worker as of the September 21, 2017 closing date, and one year of experience in community relations work involving the promotion of local community resources or fieldwork in a social service or public assistance program. Applicants who did not possess the required education could have substituted additional experience on a year for year basis, with 30 semester hour credits being equal to one year of experience. Since the appellant did not indicate on his application that he possessed a Bachelor's degree, he required five years of applicable experience pursuant to the substitution clause. Two candidates were admitted to the resultant eligible list which promulgated on March 15, 2018. One certification was issued and no appointments have been made.

The appellant listed on the employment application that he possessed 15 semester hour credits. Agency Services credited him with six months of applicable experience for his education. Further, the appellant indicated that he served provisionally in the subject title from February 2016 to the September 21, 2017 closing date, as an Investigator, County Welfare Agency from October 2014 to

February 2016, and as an Emergency Medical Technician from August 2012 to October 2013. He also listed that he served as a Police Lieutenant from October 1987 to February 2012, and in the United States Navy from October 1978 to October 1984. Agency Services credited the appellant with one year and eight months of applicable experience for his provisional work in the subject title. However, it did not credit him with any other applicable experience. Accordingly, Agency Services determined that the appellant lacked two years and 10 months of applicable experience.

On appeal, the appellant asserts, among other things, that while serving as a Police Lieutenant, he assisted individuals in obtaining services in such areas as family crisis intervention, domestic violence victim advocacy groups, and substance abuse programs, and he continued to perform such work when he was appointed as an Investigator, County Welfare Agency. He adds that he was a field training officer and a police instructor. Moreover, the appellant contends that he assists veterans with filing claims with the Department of Veterans Affairs and obtaining social services through county and State programs. In support, the appellant submits a letter from Gary L. Denamen, County Division Head, who explains that the appellant was assigned to the Veterans Affairs unit where he provided referrals for services in the community, and he established Veteran's Legal Service and Program Fairs that assisted veterans with services. He adds that the appellant regularly conducts home visits for veterans who cannot travel and provides assistance to them in applying for various programs. Moreover, Denamen asserts that the appellant possesses over 27 years of law enforcement experience, where he provided services and resources to individuals in need.

Official personnel records indicate that the appellant continues to serve as a provisional Senior Community Service Worker.

## CONCLUSION

*N.J.A.C.* 4A:4-2.6(a)2 provides that applicants shall meet all requirements specified in the promotional announcement by the closing date. *N.J.A.C.* 4A:4-2.6(c) provides that, except when permitted for good cause, applicants for promotional examinations with open-competitive requirements may not use experience gained as a result of out-of-title work to satisfy the requirements for admittance to the examination or for credit in the examination process. *N.J.A.C.* 4A:1-1.2(c) provides that a rule may be relaxed for good cause in a particular situation.

Initially, Agency Services correctly determined that the appellant was not eligible for the subject examination. Primarily performing the required duties to establish eligibility for the subject examination would be considered out-of-title work for incumbents in the Investigator, County Welfare Agency title and Police Lieutenant titles. However, the appellant's supervisor confirms that the appellant

performed the applicable duties of a Senior Community Service worker while serving as an Investigator, County Welfare Agency, and he performed such duties while serving as a Police Lieutenant. The record reflects that the subject list is not competitive, as there are only two candidates on the list. Additionally, the appellant continues to serve as a provisional Senior Community Service Worker. Under these circumstances, good cause exists to relax the provisions of *N.J.A.C. 4A:4-2.6(a)* and accept the totality of the appellant's experience for eligibility purposes only, and to admit him to the examination.

### ORDER

Therefore, it is ordered that this appeal be granted and the appellant's application be processed for prospective employment opportunities only.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE  
CIVIL SERVICE COMMISSION ON  
THE 23<sup>rd</sup> DAY OF MAY, 2018



Deidre L. Webster Cobb  
Chairperson  
Civil Service Commission

Inquiries  
and  
Correspondence

Christopher Myers  
Director  
Division of Appeals  
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PO Box 312  
Trenton, New Jersey 08625-0312

Attachment

c: Kenneth Brenzel  
Gary L. Denamen  
Staci Santucci  
Kelly Glenn

**COUNTY OF MORRIS**  
**DEPARTMENT OF HUMAN SERVICES**  
**OFFICE OF TEMPORARY ASSISTANCE**

FEB - 5 2018

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Morristown, New Jersey 07960

Board of Chosen Freeholders

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*Assistant Administrator*  
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*Director*  
Jennifer Carpinteri

*Division Head*  
Gary Denamen  
973-326-7800  
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January 31, 2018

Civil Service Commission-Written Record Appeals Unit  
Division of Appeals and Regulatory Affairs  
PO Box 312  
Trenton, NJ 08625-0312

Dear Sir/Madam

I am the Division Director at the Morris County Office of Temporary Assistance and I am writing on behalf of Mr. Kenneth Brenzel, Community Service Worker/Veteran's Service Officer. On January 29, 2018 Mr. Brenzel respectfully forward his appeal for your consideration of his promotion to Senior Community Service Worker, Symbol # PC2260VN.


As the Division Director, who assigned Mr. Brenzel to the title of Community Service Worker, I am in support of his appeal of ineligibility for the title of Senior Community Service Worker.

Mr. Brenzel has served as a Municipal Police Officer for twenty-seven years during which time he spent approximately a third of the time providing services and resources to the residents of his Community. His work as a police officer, with regards to assisting and directing residents in need, makes him imminently qualified for the position. Further, since being employed by Morris County Office of Temporary Assistance and assigned to the Veterans Affairs Unit, he has worked tirelessly assisting veterans with placements and providing direction to referral services in the community. He has also established Veteran's Legal Service and Program Fairs that provided all attending Veterans with the needed services. He regularly conducts home visits when veterans are unable to travel to our office where he renders assistance to them in applying for various programs in order to deal with their emergent needs. Through his actions as a Community Service Worker/Veteran's Service Officer, Mr. Brenzel has met the requirements for this title change.

It is for these reasons that I respectfully request that you permit the appointment of Mr. Brenzel to the title of Senior Community Service Worker.

Thank you in advance for your attention and consideration of this title change.

Sincerely,



Gary Denamen  
Division Head