



STATE OF NEW JERSEY

**FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION**

In the Matter of Parole Counselor
Apprentice (S0066V), State Parole
Board

Request for List Revival

CSC Docket No. 2021-1505

ISSUED: MAY 24, 2021 (EG)

The State Parole Board requests that the eligible list for Parole Counselor Apprentice (S0066V) be revived and extended.

By way of background, the subject open competitive list promulgated June 1, 2017 with 640 eligibles and expired on May 31, 2020 with 595 active eligibles. The list was certified nine times and resulted in 15 appointments. It is noted that there are no current open-competitive, promotional or special reemployment lists for the title Parole Counselor Apprentice for the appointing authority. A current open competitive announcement does exist for the title Parole Counselor Apprentice, but no examination date has been set.

In a letter dated March 15, 2021, the State Parole Board stated that there was a need to fill an additional six vacancies from this eligible list. Due to the Earn Your Way Out legislation that recently went into effect, Parole Counselor Apprentices will be required to research and identify offender's eligibility for the new law; assist in the identification and application of Earn Your Way Out parole compliance credits; and applying the award of public health emergency credits. Additionally, it states that it has six current vacancies in the subject title and that it has received approval from the Governor's office to fill these positions. Finally, it states that it is imperative that

it fill these vacancies as soon as possible in order for the State Parole Board to comply with the legislation.

The Division of Agency Services (Agency Services) indicates its agreement with the appointing authority's request to revive the list and recommends that it be extended with a new expiration date of May 31, 2022¹.

CONCLUSION

N.J.S.A. 11A:4-6 and *N.J.A.C.* 4A:4-3.3(b)1 provide that an eligible list may, for good cause, be extended prior to its expiration date, except no list shall have a duration of more than four years. In addition, *N.J.S.A.* 11A:4-6 and *N.J.A.C.* 4A:4-3.4 provide that an eligible list may be revived in order to implement a court order or decision of the Civil Service Commission (Commission) in the event of a successful appeal instituted during the life of a list, to correct an administrative error, or for other good cause.

In the instant matter, the State Parole Board seeks the revival of the Parole Counselor Apprentice (S0066V) eligible list so that it may make six permanent appointment from the remaining eligibles on the list so that it can comply with the Earn Your Way Out legislation that recently went into effect. The filling of vacancies through permanent appointments from an active eligible list is preferable to making provisional appointments. Accordingly, good cause has been presented to revive the eligible list for Parole Counselor Apprentice (S0066V) until May 31, 2021 to allow the State Parole Board to fill its vacancies.

ORDER

Therefore, it is ordered that this request be granted and that the Parole Counselor Apprentice (S0066V), State Parole Board eligible list be revived and extended to May 31, 2021. It is further ordered that a certification of the Parole Counselor Apprentice (S0066V), State Parole Board eligible list be issued immediately to allow for permanent appointments.

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

¹ *N.J.S.A.* 11A:4-6 and *N.J.A.C.* 4A:4-3.3(b)1 provide that no eligible list shall have a duration of more than four years. Thus, as the Parole Counselor Apprentice (S0066V) eligible list promulgated on June 1, 2017, it cannot be extended beyond May 31, 2021.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 19TH DAY OF MAY, 2021

Deirdre' L. Webster Cobb

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