



STATE OF NEW JERSEY  
CIVIL SERVICE COMMISSION

Chris Christie  
*Governor*  
Kim Guadagno  
*Lt. Governor*

Robert M. Czech  
*Chair/Chief Executive Officer*

**AGENDA OF REGULAR MEETING OF  
THE CIVIL SERVICE COMMISSION  
DECEMBER 19, 2012**

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

**SECTION A – HEARING MATTERS**

**A-1 SETTLEMENTS**

In the Matter of Orlando Alicea  
New Jersey State Parole Board  
Suspension

In the Matter Andrea Berry  
Southern State Correctional Facility  
Department of Corrections  
Suspension

In the Matter of Maria Bertonazzi  
Ancora Psychiatric Hospital  
Department of Human Services  
Suspension

In the Matter of Iris Camper  
Woodbine Developmental Center  
Department of Human Services  
Suspension

In the Matter of Kenneth Cozart  
Irvington Housing Authority  
Removal

In the Matter of Peggy Ellison  
Camden County  
Department of Health Services Center  
Removal

In the Matter of Michele Irby-Garry  
Essex County  
Prosecutor's Office  
Removal

In the Matter of Rollin Jean  
Montclair State University  
Suspension

In the Matter of James Law  
Morris County  
Sheriff's Department  
Suspension

In the Matter of Charlie Massaquol  
Ancora Psychiatric Hospital  
Department of Human Services  
Removal

In the Matter of Kayotry McCleod  
City of Irvington  
Police Department  
Removal

In the Matter of Kenneth Miller  
Department of Children and Families  
Removal

In the Matter of Esi Moore  
Camden County  
Department of Health Services Center  
Removal

In the Matter of Patrice Myers  
New Jersey Veteran's Memorial Home – Vineland  
Department of Military and Veteran's Affairs  
Removal

In the Matter of Kimberly Parker  
Camden County  
Department of Health Services Center  
Removal

In the Matter of Bruce Phillips  
Township of Pemberton  
Police Department  
Suspension

In the Matter of Kenneth Rankin  
City of Newark  
Police Department  
Suspensions (2)

In the Matter of Michelle L. Rippey  
Ocean County Board of Social Services  
Release at the end of the working test period

In the Matter of James Schulkes  
City of Plainfield  
Department of Public Affairs and Safety  
Suspension

In the Matter of Miosha Sorey  
Newark School District  
Suspension

In the Matter of Brian Townsel  
Atlantic County  
Department of Public Safety  
Suspensions (2)

In the Matter of Sean Wilmore  
New Jersey Challenge Academy  
Department of Military and Veteran's Affairs  
Removal

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

**ACTION:**

**A-2 EVANGELYN ALLEN**

Evangelyn Allen, Cashier Typing, Hudson County, Clerk Office, 35 working day suspension on charges of neglect of duty, conduct unbecoming a public employee, insubordination, incompetency and inefficiency.

Recommendation of the Administrative Law Judge – Uphold the 35 working day suspension.

**ACTION:**

**A-3 DRAKE BARANYI**

Drake Baranyi, Senior Repairer, Department of Corrections, Central Office, 30 working day suspension on charges of conduct unbecoming a public employee, other sufficient cause, inappropriate physical contact or mistreatment of an inmate, patient, client, resident or employee, and fighting or creating a disturbance on State property.

Recommendation of the Administrative Law Judge – Modify the 30 working day suspension to a five working day suspension.

**ACTION:**

**A-4 WILBUR BOOTH**

Wilbur Booth, Correction Lieutenant, Adult Diagnostic and Treatment Center, Department of Corrections, 30 working day suspension on charges of other sufficient cause, violation of Department policy prohibiting discrimination, harassment or hostile environment in the workplace and conduct unbecoming a public employee.

Recommendation of the Administrative Law Judge – Modify the 30 working day suspension to a five working day suspension.

**ACTION:**

**A-5 WILLIAM CAMPBELL**

William Campbell, Public Information Assistant, City of Hoboken, Department of Administration, appeals the good faith of his layoff effective September 24, 2010, for reasons of economy and efficiency.

Recommendation of the Administrative Law Judge – Uphold the layoff.

**ACTION:**

**A-6 RAYMOND STABILE**

Raymond Stabile, Juvenile Detention Officer, Essex County, Department of Citizen Services, release at the end of the working test period effective July 14, 2011.

Recommendation of the Administrative Law Judge – Uphold the release at the end of the working test period.

**ACTION:**

**A-7 RONALD JAMISON**

Ronald Jamison, Senior Correction Officer, Bayside State Prison, Department of Corrections, removal effective February 27, 2012, on charges of conduct unbecoming a public employee, other sufficient cause, falsification, physical or mental abuse of an inmate, patient, client, resident, or employee and violation of a rule, regulation, policy, procedure, order, or administrative decision.

Recommendation of the Administrative Law Judge – Reverse the removal.

**ACTION:**

**A-8 MONTOYA KEY**

Montoya Key, Human Services Assistant, New Jersey Veteran's Memorial Home-Vineland, Department of Military and Veteran's Affairs, removal effective January 23, 2012, on charges of mental abuse of a resident, verbal abuse of a resident, mistreatment of a resident, neglect of duty which could result in danger to person and conduct unbecoming a public employee.

Recommendation of the Administrative Law Judge – Grant the appointing authority's motion to dismiss the appeal as moot.

**ACTION:**

**A-9 NAIMA MAYERS**

Naima Mayers, Human Services Specialist 1, Middlesex County Board of Social Services, removal effective June 20, 2012, on charges of insubordination, other sufficient cause and excessive and unauthorized absences.

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

**ACTION:**

**SECTION B – MISCELLANEOUS MATTERS**

**B-1** The Division of Classification and Personnel Management requests the consolidation of various local titles involved in the operation of a vehicle to the title of Clerk Driver.



**MEMORANDUM**

DATE: December 5, 2012  
TO: Civil Service Commission  
FROM: Kenneth Connolly, Director  
Classification and Personnel Management  
SUBJECT: Change in the State Classification Plan

**LOCAL GOVERNMENT TITLES**

The Division of State and Local Operations requests the consolidation of various Local titles involved in the operation of a vehicle. The four titles involved have recently been allocated to the non-competitive class of service; additionally, all titles have interchangeable title rights. This consolidation will reduce redundancy within the local government title catalog, providing a more efficient system for both the Commission and local appointing authorities.

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

We have notified the affected Appointing Authorities of our plans to consolidate, and have provided them with the opportunity to review and comment.

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.
- Eligibility lists for affected titles and unit scopes which have expired will be revived as necessary to address unanticipated situations which may arise.

Civil Service Commission  
December 5, 2012  
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The effective date of these actions will be the first pay period that follows the Commission's approval of the action.

**CONSOLIDATION OF TITLE SERIES**

**FROM:**

00993 Chauffer  
Local Non-competitive

01480 Delivery Worker  
Local Non-competitive

02281 Library Clerk Driver  
Local Non-competitive

KC/JT/GS

**TO:**

01257 Clerk Driver  
Local Non-Competitive

**ACTION:**



**B-2** The Division of Classification and Personnel Management requests the creation of a new title, Examiner 4, Credentials to address classification and reporting issues arising from the current organizational structure of the Department of Education.



## MEMORANDUM

DATE: December 5, 2012  
TO: Civil Service Commission  
FROM: Kenneth Connolly, Director  
Division of Classification and Personnel Management  
SUBJECT: Change in the Classification Plan

### Department of Education

The Department of Education requests the creation of a new title, Examiner 4, Credentials, which will serve as a second level supervisor in the Examiner, Credentials series.

The new title will supervise staff responsible for reviewing, interpreting and evaluating the credentials of applicants to determine eligibility for various occupational certifications and licenses. The series currently consists of three levels. Creation of a fourth level, Examiner 4, Credentials, will address classification and reporting issues arising from the current organizational structure.

The title will be assigned exclusively to the Department of Education and will reside in the Career Service, competitive division. Title code to be determined.

The appropriate negotiations representatives were notified of these plans.

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

### Title Creation:

Examiner 4, Credentials  
S28- ---- Competitive N NL/12

KC/JT/TL

**ACTION:**

**B-3 ROBERT SCARBOROUGH**

Gloucester Township, on behalf of Robert Scarborough, 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 Gloucester.

**ACTION:**

**B-4 LORENZO SHOCKLEY**

Lorenzo Shockley, a Campus Police Officer, represented by Christopher A. Gray, Esq., appeals his two-day and five-day suspensions issued by The College of New Jersey.

**ACTION:**

**B-5 GREGORY ALSTON**

Gregory Alston, a former Human Services Assistant with Ancora Psychiatric Hospital, Department of Human Services, represented by William A. Nash, Esq., requests that the Civil Service Commission reinstate his appeal of his two removals effective December 21, 2010, which were dismissed based on his failure to appear at his scheduled hearing.

**ACTION:**

**B-6 GEORGE CLAYTON**

George Clayton, a former Senior Building Maintenance Worker, with the Division of State Police, Department of Law and Public Safety, requests that the Civil Service Commission reinstate his appeal of his two removals effective May 4, 2012, which were dismissed based on his failure to appear at his scheduled settlement conference.

**ACTION:**

**B-7 DAVID WRIGHT**

David Wright, a former Bus Driver with the Department of Children and Families, requests that the Civil Service Commission reinstate his appeal of his removal effective December 12, 2011, which was dismissed based on his failure to appear/call-in at his pre-hearing telephone conference.

**ACTION:**

**B-8 WILLIE DOWDELL-FULLER**

Willie Dowdell-Fuller appeals the determination of the Division of Selection Services and Recruitment which found that she was not eligible for the promotional examination for Auditor 2 (PS6402T), Department of Transportation, because her application was received after the closing date of the examination announcement.

**ACTION:**

**B-9 KEYONNA ELEY**

Keyonna Eley appeals the removal of her name from the Correction Officer Recruit (S9999K), Department of Corrections, eligible list on the basis of an unsatisfactory criminal record.

**ACTION:**

**B-10 ALVIA BELL**

Alvia Bell, a former Instructor Counselor at New Lisbon Developmental Center, Department of Human Services, requests that the provisions of *N.J.A.C. 4A:6-3.4(a)*, which govern the time period in which employees must file an application for Supplemental Compensation on Retirement (SCOR), be relaxed to permit her to submit a late application for SCOR benefits.

**ACTION:**

**B-11 RICHARD M. KALTZ**

The Department of Health requests that the provisions of *N.J.A.C. 4A:6-3.4(a)*, which govern the time period in which employees must file an application for Supplemental Compensation on Retirement (SCOR), be relaxed to permit Richard M. Kaltz, a former Microbiologist 3, to submit a late application for SCOR benefits.

**ACTION:**

**B-12 GAIL SUOZZO**

The Department of Health requests that the provisions of *N.J.A.C. 4A:6-3.4(a)*, which govern the time period in which employees must file an application for Supplemental Compensation on Retirement (SCOR), be relaxed to permit Gail Suozzo, a former Research Scientist 2, Chemistry, to submit a late application for SCOR benefits.

**ACTION:**

**B-13 ANTHONY CARL AND DANIEL POTASHNICK**

Anthony Carl and Daniel Potashnick petition the Civil Service Commission for retroactive permanent dates of appointment of the reclassification of their positions with the Department of Environmental Protection from Emergency Response Specialist 4 to Emergency Response Specialist 3.

**ACTION:**

**B-14 KEITH LEFFERTS AND JOHN WIENERS**

The Township of Parsippany-Troy Hills requests that the eligible list for Police Lieutenant (PM2546K) be revived to record the permanent appointments of Keith Lefferts and John Wieners effective September 23, 2011.

**ACTION:**

**B-15 AMANDA BRINSON**

Amanda Brinson appeals the decision of the Division of Classification and Personnel Management which found that her position with Hudson County is properly classified as Clerk 2. The appellant seeks an Administrative Secretary or Administrative Clerk classification.

**ACTION:**

**B-16 ALI MUSLIM**

Ali Muslim and the City of Newark appeal the decision of the Division of Classification and Personnel Management that the proper classification of his position is Sanitation Superintendent. The appellant seeks a Municipal Parks Superintendent classification.

**ACTION:**

**B-17 COURT INTERPRETER BILINGUAL IN SPANISH AND ENGLISH/MUNICIPAL COURT ATTENDANT BILINGUAL IN SPANISH AND ENGLISH**

The Director, Division of Selection Services and Recruitment requests that the eligible list for the dual title of Court Interpreter Bilingual in Spanish and English/Municipal Court Attendant Bilingual in Spanish and English (M2096N), Newark, be cancelled due to an error on the examination announcement.

**ACTION:**

**B-18 PROJECT SPECIALIST, MENTAL HEALTH CASELOAD**

The Administrative Office of the Courts requests permission to appoint 31 employees who are currently serving in the unclassified title of Project Specialist, Mental Health Caseload to the noncompetitive title of Probation Officer upon exhaustion of grant funding.

**ACTION:**

**B-19 SENIOR TECHNICIAN, MANAGEMENT INFORMATION SYSTEMS (M0105P), ATLANTIC CITY**

Atlantic City requests permission not to make an appointment from the May 25, 2012 certification for Senior Technician, Management Information Systems (M0105P).

**ACTION:**

**B-20 SHERRIA GRAVES**

Sherria Graves, a former Human Services Assistant with Ancora Psychiatric Hospital, Department of Human Services, petitions the Civil Service Commission for reconsideration of the final administrative decision rendered August 6, 2012, in which the Commission dismissed Graves' appeal of three removals effective December 25, 2009, with prejudice based on Graves failure to appear at her hearing.

**ACTION:**

**B-21 CHRISTOPHER HOWLAND**

Christopher Howland, represented by Jennifer Heiner Pisano, Esq., petitions the Civil Service Commission for reconsideration of its final decision, rendered on April 4, 2012, which upheld the removal of his name from the County Correction Officer (S9999K), Essex County, eligible list.

**ACTION:**

**B-22 JUAN RODRIGUEZ**

Juan Rodriguez, represented by Christopher A. Gray, Esq., requests reconsideration of the final decision rendered on August 1, 2012, which upheld his removal.

**ACTION:**

**B-23 MARIE COOK**

Marie Cook appeals the determination of the former Division of Selection Services that, per the substitution clause for education, she did meet the experience requirement for the promotional examination for Technician, Management Information Systems (PS5846H), Department of Health and Senior Services.

**ACTION:**

**B-24 ROXANNE CREAMER**

Roxanne Creamer appeals the determination of the former Division of Selection Services that she did meet the experience requirement for the open competitive examination for Manager 2, Human Resources (S0025P), Statewide.

**ACTION:**

**B-25 JAMES DUDEK**

James Dudek appeals the decision of the former Division of Selection Services that he did meet the experience requirement for the promotional examination for Telecommunications Systems Analyst (PM1116N), Middletown Township.

**ACTION:**

**B-26 WAYNE GRESSMAN, JR.**

Wayne Gressman, Jr., appeals the determination of the former Division of Selection Services that he did meet the experience requirement for the promotional examination for Assistant Maintenance Supervisor (PM0090P), Millville.

**ACTION:**

**B-27 MARISA LIGATO**

Marisa Ligato appeals the determination of the Division of Selection Services and Recruitment which found that, per the substitution clause for education, she did not meet the experience requirements for the promotional examination for Deputy Director of Welfare (PC0631P), Ocean County.

**ACTION:**

**B-28 JESSICA J. KAMINSKI, ET AL.**

Jessica J. Kaminski, Susan R. Marella, and Yolanda N. Phillips-Hadden appeal the determination of the Division of Selection Services which found that they did not meet the requirements for the promotional examination for Supervisor, Child Care Quality Assurance Inspections (PS9795K), Department of Children and Families.

**ACTION:**

**B-29 CHRISTOPHER KLESZICS**

Christopher Kleszics, appeals the determination of the former Division of Selection Services that he did not meet the experience requirement for the promotional examination for Supervisor Information Technology (PC1090N), Burlington County.

**ACTION:**

**B-30 LINDA MURTAGH**

Linda Murtagh appeals the determination of the Division of Selection Services and Recruitment which found that, per the substitution clause for education, she did not meet the experience requirements for the promotional examination for Deputy Director of Welfare (PC0631P), Ocean County.

**ACTION:**

**B-31 NILDA SANTIAGO**

Nilda Santiago appeals the determination of the Division of Selection Services and Recruitment, which found that she was below the minimum requirements in experience for a qualifying examination for Principal Cashier.

**ACTION:**



**B-32 LOUISE SCRUTCHINS**

Louise Scrutchins appeals the determination of the Division of Selection Services and Recruitment which found that she was not eligible for the promotional examination for Program Support Specialist 1, Assistance Programs (PS0965K), Department of Children and Families, because she was not employed in the announced unit scope.

**ACTION:**

**B-33 CHERIE L. SHREVE**

Cherie L. Shreve appeals the determination of the former Division of Selection Services that she did not meet the experience requirement for the promotional examination for Administrative Analyst 2 (PS7131T), Department of Transportation.

**ACTION:**

**B-34 IRIS VAZQUEZ**

Iris Vazquez appeals the determination of the former Division of Selection Services that she did not meet the experience requirement for the open competitive examination for Manager 2, Human Resources (S0025P), Statewide.

**ACTION:**

**B-35 WILLIAM WHELAN**

William Whelan appeals the determination of the Division of Selection Services and Recruitment which found that he did not meet the experience requirements for the promotional examination for Deputy Director of Welfare (PC0631P), Ocean County.

**ACTION:**

**B-36 CIVIL SERVICE COMMISSION MINUTES**

Submitted for adoption are the Civil Service Commission minutes of its meeting of December 5, 2012.

**ACTION:**

**B-37 TILAT CHOUDHRY**

Tilat Choudhry petitions the Civil Service Commission to accept her untimely application for the promotional examination for Supervising Laboratory Technician (PS9993H), Department of Health.

**ACTION:**

**B-38 JENNIFER DAWSON**

Jennifer Dawson, a County Correction Officer with Mercer County, Department of Public Safety, represented by Stuart J. Alterman, Esq., requests that the Civil Service Commission reinstate her appeal of her 8-day suspension effective September 14, 2012, which was dismissed based on her attorney's failure to appear at her scheduled settlement conference.

**ACTION:**

**B-39 MARIA COSTA SILVA**

The appeal of Maria Costa Silva, a Social Worker, Bilingual in Spanish and English, with the Hudson County Department of Family Services, of her 30 working day suspension, was heard by Administrative Law Judge James A. Geraghty (ALJ), who rendered his initial decision on October 22, 2012. At its meeting on December 5, 2012, the Civil Service Commission did not adopt the ALJ's recommendation to modify the 30 working day suspension to a 20 working day suspension. Rather, the Commission upheld the 30 working day suspension. The proposed final decision is now submitted for the Commission's review.

**ACTION:**