



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  
DECEMBER 21, 2016**

**Robert M. Czech, Chairperson  
Dolores Gorczyca  
Daniel W. O'Mullan**

**WITHDRAWAL OF APPEAL**

**The following appeal was withdrawn and removed from the hearing calendar:**

Jason Corley, County Correction Officer, Cumberland County, Department of Corrections, three removals and one suspension.

**ACTION:**

**SECTION B – MISCELLANEOUS MATTERS**

**B-68 ZANE BATTEN – CSC DOCKET NO. 2015-3161**

The appeal of Zane Batten, a Conservation Officer 2, Department of Environmental Protection, of his 70 working day suspension, on charges, was heard by Administrative Law Judge Sarah G. Crowley (ALJ), who rendered her initial decision on October 18, 2016. At its meeting on December 7, 2016, the Civil Service Commission (Commission) adopted the ALJ's recommendation to uphold the 70 working day suspension. However, the Commission found it necessary to address the exceptions filed by the parties. The proposed final decision is now submitted for the Commission's review.

**ACTION:**

**B-69 HEAD CLERK (PS2839N), DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT – CSC DOCKET NO. 2017-1880**

The Department of Labor and Workforce Development requests that the eligible list for Head Clerk (PS2839N) be extended for one year beyond its original expiration date or until a new list becomes available, whichever occurs first.

**ACTION:**

**B-70 MANAGER 1 INSURANCE, SPECIALIZED CREDENTIALS AND MANGER 2 INSURANCE, SPECIALIZED CREDENTIALS  
CSC DOCKET NO. 2017-1897**

The Division of Agency Services recommends reactivation and reallocation of the Manager 1 Insurance, Specialized Credentials and reallocation of the Manager 2 Insurance, Specialized Credentials titles to the non-competitive division of the career service in accordance with *N.J.A.C.* 4A:3-1.2

**ACTION:**

**B-71 CHANGE IN THE CLASSIFICATION PLAN – COMMON TITLES**

The Division of Agency Services requests the Construction Management Specialist 2 and the Construction Management Specialist 3 titles be made common for use in local service.



## MEMORANDUM

**DATE:** December 8, 2016

**TO:** The Civil Service Commission

**FROM:** Kelly Glenn, Director   
Division of Agency Services

**SUBJECT:** Change in the Classification Plan

COMMON TITLE

We request the following titles be made common for use by local government;

- Construction Management Specialist 3 (P25, 30801)
- Construction Management Specialist 2 (R29, 30802)

The construction management specialist series consists of four levels; Construction Management 4 to Construction Management Specialist 1. The entry level, Construction Management Specialist 4, and highest level, Construction Management Specialist 1, are presently available for use by local government. Burlington requests the remaining levels in the series be made common for the purpose of establishing a career path for incumbents.

The title specifications have been modified to accommodate this request.

**ESTABLISHMENT OF COMMON TITLES:**  
*Effective:* Changes will be effective the first pay period following the Commission's approval.

<b><u>FROM:</u></b>	<b><u>TO:</u></b>
Construction Management Specialist 3 P25-30801 Career S 40/12	Construction Management Specialist 3 P25-30801 Career C (Common) 40/12
Construction Management Specialist 2 R29-30802 Career S N4/12	Construction Management Specialist 2 R29-30802 Career C (Common) N4/12

KG/SF/GB/KG

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**ACTION:**

**B-72 AUDITOR 3 (PS8135R), BOARD OF PUBLIC UTILITIES  
CSC DOCKET NO. 2017-1764**

The Division of Agency Services, on behalf of the Board of Public Utilities, requests revival of the promotional list for Auditor 3 (PS8135R), Board of Public Utilities.

**ACTION:**