



STATE OF NEW JERSEY  
CIVIL SERVICE COMMISSION

Philip D. Murphy  
*Governor*  
Sheila Y. Oliver  
*Lt. Governor*

Deirdré L. Webster Cobb  
*Chairperson*

**AGENDA OF REGULAR MEETING OF  
THE CIVIL SERVICE COMMISSION  
OCTOBER 23, 2019**

**Deirdré L. Webster Cobb, Chairperson  
Dolores Gorczyca  
Daniel W. O'Mullan**

**CIVIL SERVICE COMMISSION MINUTES**

Submitted for adoption are the Civil Service Commission minutes of its meeting of September 25, 2019.

**ACTION:**

**WITHDRAWAL OF APPEALS**

**The following appeals were withdrawn and removed from the hearing calendar:**

Jermaine Curry, Senior Correctional Police Officer, Department of Corrections, New Jersey State Prison, 120 working day suspension.

Cindy Diaz, Judiciary Clerk 2, Judiciary, Camden Vicinage, release at the end of the working test period.

Marcus Frazier, Laborer 1, City of Newark, Department of Public Works, removal and resignation not in good standing.

Kimberly Herron, Director of Parks and Recreation, Dennis Township, Department of Administration, 15 working day suspension.

Sincerrae Ross, Clerk 1, City of Bayonne, Department of Public Safety, 10 working day suspension.

Sincerrae Ross, Clerk 1, City of Bayonne, Department of Public Safety, 10 working day suspension.

Sincerrae Ross, Clerk 1, City of Bayonne, Department of Public Safety, 21 working day suspension.

Sincerrae Ross, Clerk 1, City of Bayonne, Department of Public Safety, 90 working day suspension.

Sincerrae Ross, Clerk 1, City of Bayonne, Department of Public Safety, removal.

Sincerrae Ross, Clerk 1, City of Bayonne, Department of Public Safety, removal.

Noemi Santiago-Gonzalez, Clerk 1 BI SP/ENG, City of Vineland, Department of Administration, removal.

**ACTION:**

**DISMISSAL FOR FAILURE TO APPEAR**

**The Civil Service Commission dismissed the following cases without prejudice for failure to appear at the scheduled hearing before the Office of Administrative Law:**

Rajohn Drummond, Custodial Worker, Newark School District, removal.

**ACTION:**

**SECTION A – HEARING MATTERS**

**A-1 SETTLEMENTS**

Bernard Alvarez  
City of Elizabeth  
Police Department  
Suspension and Demotion

George Bailey  
Cumberland County  
Department of Corrections  
Suspension

Toni Brown-Miller  
Department of Children and Families  
Release at the end of the working test period

Krzysztof Czuj  
Bergen County  
Prosecutor's Office  
Removal

Ronald Feuerschwenger  
City of Linden  
Department of Public Property and Community Services  
Suspension

Alexis Fitzsimmons  
County of Bergen  
Sheriff's Office  
Layoff

Armani Huertas  
Jersey City  
Department of Public Safety  
Removal

Vincent Maradiaga  
Jersey City  
Department of Public Safety  
Removal

Tammy Richardson  
Jersey City  
Department of Public Safety  
Release at the end of the working test period

Shakeya Rivera  
New Jersey Veterans Memorial Home - Vineland  
Department of Military and Veterans Affairs  
Removal

Robert Strani  
City of Plainfield  
Fire Department  
Removal

Troy Williams  
City of Newark  
Department of Neighborhood and Recreational Services  
Suspension

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

**ACTION:**

**A-2 ALBERTO APONTE**

Alberto Aponte, County Correction Sergeant, Essex County, Department of Corrections, removal effective October 23, 2017, on charges of conduct unbecoming a public employee and other sufficient cause.

Recommendation of the Administrative Law Judge – Modify the removal to a six-month suspension, a demotion to County Correction Officer and bi-monthly random drug testing for one year.

**ACTION:**

**A-3 CLINTON BLOOMFIELD**

Clinton Bloomfield, Police Officer, City of Newark, Police Department, removal effective December 12, 2017, on charges of chronic inefficiency or incompetence, disobedience to orders and being absent without leave.

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

**ACTION:**

**A-4 ROBERT PALUBINSKAS**

Robert Palubinskas, Housing Inspector, City of Asbury Park, Department of Building and Housing, 15 working day suspension, 20 working day suspension and removal effective May 7, 2015, on charges of insubordination, conduct unbecoming a public employee, misuse of public property and other sufficient cause.

Recommendation of the Administrative Law Judge – Uphold the 15 and 20 working day suspensions and removal.

**ACTION:**

**A-5 FATU RIMBERT**

Fatu Rimbert, Family Service Worker, Essex County, Department of Citizen Services, removal effective November 28, 2017, on charges of inability to perform duties, conviction of a crime, conduct unbecoming a public employee, violation of policy and procedure and other sufficient cause.

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

**ACTION:**

**SECTION B – MISCELLANEOUS MATTERS****B-1 D.J. – CSC DOCKET NOS. 2019-1648 AND 2019-2046**

D.J. appeals the removal of his name from the eligible list for Correctional Police Officer (S9988V), Department of Corrections (DOC), on the basis of unsatisfactory employment record, falsification of application, and failure to complete preemployment processing. Additionally, the appellant appeals DOC's request to remove his name from the Correctional Police Officer (S9999U), DOC, eligible list for medical unfitness to perform effectively the duties of the position.

**ACTION:****B-2 J.L.C. – CSC DOCKET NO. 2018-2858**

J.L.C., represented by Michael L. Prigoff, Esq., appeals his rejection as a Police Officer candidate by the Jersey City Police Department and its request to remove his name from the eligible list for Police Officer (S9999U), Jersey City on the basis of psychological unfitness to perform effectively the duties of the position.

**ACTION:****B-3 M.E. – CSC DOCKET NO. 2018-3493**

M.E., represented by Bette R. Grayson, Esq., appeals his rejection as a Police Officer candidate by the Newark Police Department and its request to remove his name from the eligible list for Police Officer (S9999U), on the basis of psychological unfitness to perform effectively the duties of the position.

**ACTION:****B-4 K.L. – CSC DOCKET NO. 2019-744**

K.L. appeals his rejection as a Campus Police Officer Recruit candidate by Rowan University and its request to remove his name from the eligible list for Campus Police Officer Recruit (PS6966J) on the basis of psychological unfitness to perform effectively the duties of the position.

**ACTION:**

**B-5 N.M. – CSC DOCKET NO. 2019-1315**

N.M., represented by Anthony Arbore, Esq., request withdrawal of his appeal of his removal from the eligibility list for County Correction Officer (S9999U), Sussex County, on the basis of psychological unfitness to perform effectively the duties of the position.

**ACTION:****B-6 R.G. – CSC DOCKET NO. 2019-3362**

R.G. appeals the removal of his name from the eligible list for Correctional Police Officer (S9988V), Department of Corrections on the basis of an unsatisfactory criminal record.

**ACTION:****B-7 TIFFANY JACKSON – CSC DOCKET NO. 2020-338**

Tiffany Jackson appeals her removal from the eligible list for Correctional Police Officer (S9999U), Department of Corrections on the basis that she possessed an unsatisfactory driving record.

**ACTION:****B-8 JEREMY KEATING – CSC DOCKET NO. 2020-119**

Jeremy Keating, represented by Thomas Masciocchi, Esq., appeals his removal from the eligible list for Correctional Police Officer (S9988V), Department of Corrections on the basis that he possessed an unsatisfactory criminal background.

**ACTION:****B-9 JONATHAN MATTOS – CSC DOCKET NO. 2020-227**

Jonathan Mattos appeals his removal from the eligible list for Fire Fighter (M1556T), Newark on the basis that he failed to respond to the certification notice.

**ACTION:**

**B-10 JAMAL ORIKAT – CSC DOCKET NO. 2020-298**

Jamal Orikat, represented by David Altieri, Esq., appeals his removal from the eligible list for Correctional Police Officer (S9999U), Department of Corrections on the basis that he possessed an unsatisfactory criminal background.

**ACTION:**

**B-11 L.O. – CSC DOCKET NO. 2019-3138**

L.O. appeals the removal of her name from the eligible list for Correctional Police Officer (S9988T), Department of Corrections on the basis of an unsatisfactory criminal record.

**ACTION:**

**B-12 ROBERT SALAMANCA – CSC DOCKET NOS. 2019-1712 AND 2019-2026**

Robert Salamanca appeals his removal from the Correctional Police Officer (S9999U & S9988U), Department of Corrections eligible lists on the basis of an unsatisfactory criminal background and an unsatisfactory driving record.

**ACTION:**

**B-13 DANIEL SINISCALCHI – CSC DOCKET NO. 2019-1738**

Daniel Siniscalchi appeals his removal from the Correctional Police Officer (S9988V), Department of Corrections eligible list on the basis of an unsatisfactory criminal record.

**ACTION:**

**B-14 L.T. – CSC DOCKET NO. 2019-3355**

L.T., represented by Raymond C. Staub, Esq., appeals the removal of his name from the eligible list for Correctional Police Officer (S9988V), Department of Corrections on the basis of an unsatisfactory criminal record and falsification of the preemployment application.

**ACTION:**



**B-15 JAMES BRUTHER, *ET AL.* – CSC DOCKET NOS. 2019-3688, *ET AL.***

The Division of Agency Services, on behalf of the College of New Jersey, requests that James Bruther, Charles Clement, Scott Leusner and Michael Sedwick be assigned retroactive appointment dates to the Sergeant Campus Police title.

**ACTION:****B-16 DEBORAH UPCHURCH – CSC DOCKET NO. 2019-3624**

The Division of Agency Services petitions the Civil Service Commission for the revival of the eligible list for Police Captain (PM155R) in order to effect a retroactive regular appointment for Deborah Upchurch, effective January 14, 2018.

**ACTION:****B-17 LISA FLAGG – CSC DOCKET NO. 2020-630**

Lisa Flagg appeals the decision of the Division of Agency Services which found that her position with the Department of Labor and Workforce Development is properly classified as Secretarial Assistant 1 (Non-Stenographic). The appellant seeks an Administrative Assistant 1 job classification.

**ACTION:****B-18 STEPHEN IMPERIALE AND ROBERT SHULBY – CSC DOCKET NOS. 2019-2880 AND 2019-2881**

Stephen Imperiale and Robert Shulby appeal the decisions of the Division of Agency Services that the proper classification of their positions with Atlantic County is Network Administrator 1. The appellants seek a Network Administrator 2 job classification.

**ACTION:****B-19 ELECTRICIAN (M0864W), CITY OF OCEAN CITY – CSC DOCKET NO. 2020-466**

The City of Ocean City requests permission not to make an appointment from the January 7, 2019 certification for Electrician (M0864W), City of Ocean City.

**ACTION:**

**B-20 CAROLYN BELLAMY – CSC DOCKET NO. 2020-464**

Carolyn Bellamy appeals the determination of the Division of Agency Services that she did not meet the education requirements for the promotional examination for Rehabilitation Counselor, Mental Health (PS9197H), Trenton Psychiatric Hospital.

**ACTION:****B-21 CYNTHIA BROWN – CSC DOCKET NO. 2020-621**

Cynthia Brown appeals the decision of the Division of Agency Services which found that, per the substitution clause for education, she did not meet the experience requirements for the promotional examination for Supervisor of Professional Residential Services, Developmental Disabilities (PS4839K), Department of Human Services.

**ACTION:****B-22 JEANNIE DAVIS – CSC DOCKET NO. 2020-196**

Jeannie Davis appeals the determination of the Division of Agency Services which found that she did not meet the minimum requirements in experience for the open competitive examination for Program Development Specialist, Community Service (M0080A), Trenton.

**B-23 TARA GOULD-WILLIS – CSC DOCKET NO. 2020-683**

Tara Gould-Willis appeals the determination of the Division of Agency Services which found that she was below the minimum requirements in experience for the qualifying examination for Habilitation Plan Coordinator.

**ACTION:****B-24 DARLINGTON HENRY- CSC DOCKET NO. 2020-757**

Darlington Henry appeals the determination of the Division of Agency Services, which found that he was below the minimum requirements in experience for a qualifying demotional examination for Supervisor of Motor Pool.

**ACTION:**

**B-25 PERI KUEHN – CSC DOCKET NO. 2020-852**

Peri Kuehn appeals the determination of the Division of Agency Services which found that she did not meet the minimum requirements in experience for the open competitive examination for the dual title Registrar of Vital Statistics/Secretary Board/Commission (M0436A), Ringwood.

**ACTION:**

**B-26 CHRISTINE LESKO – CSC DOCKET NO. 2020-453**

Christine Lesko appeals the decision of the Division of Agency Services which found that, per the substitution clause for education, she did not meet the experience requirements for the promotional examination for Program Coordinator Non-Emergency Transportation (PC0231A), Ocean County.

**ACTION:**

**B-27 DESIREE LIBERTY – CSC DOCKET NO. 2020-531**

Desiree Liberty appeals the determination of the Division of Agency Services that she did not meet the education requirement for the open competitive examination for Chemist 1 (C0006A), Cape May County.

**ACTION:**

**B-28 MICHAEL MARCINIAK – CSC DOCKET NO. 2019-1530**

Michael Marciniak appeals the determination of the Division of Agency Services, which found that he did not meet the experience requirements for the promotional examination for Police Sergeant (PM2558W), Wallington.

**ACTION:**

**B-29 SMITA PATEL – CSC DOCKET NO. 2019-3030**

Smita Patel appeals the decision of the Division of Agency Services which found that, per the substitution clause for education, she did not meet the experience requirements for the promotional examination for Human Services Specialist 3 (PC0334A), Hudson County.

**ACTION:**

**B-30 ALEX ROANE – CSC DOCKET NO. 2020-714**

Alex Roane appeals the determination of the Division of Agency Services which found that he did not meet the minimum requirements in experience for the promotional examination for the dual title Sewer Repairer Supervisor/Water Repair Supervisor (PM0110A), Deptford Township.

**ACTION:**

**B-31 DOMINICK ROSELLI – CSC DOCKET NO. 2019-3662**

Dominick Roselli appeals the determination of the Division of Agency Services, which found that he did not meet the experience requirements for the promotional examination for Fire Official (PM2985W), Beachwood.

**ACTION:**

**B-32 SALLY SHADLUN – CSC DOCKET NO. 2020-169**

Sally Shadlun appeals the decision of the Division of Agency Services which found that she lacked the required license for the open-competitive examination for Architect (M0048A), Jersey City.

**ACTION:**

**B-33 NINA SONNENFELD – CSC DOCKET NO. 2019-3370**

Nina Sonnenfeld appeals the decision of the Division of Agency Services which found that she did not meet the experience requirements, per the substation clause for education, for the promotional examination for Training Officer (PC2766W), Ocean County.

**ACTION:**

**B-34 GAVIN SHEEHAN AND JOSEPH RIVERA – CSC DOCKET NOS. 20220-515 AND 2020-516**

Gavin Sheehan and Joseph Rivera request that they be permitted to submit applications for the promotional examination for Police Lieutenant (PM0942A), Linden, after the application filing deadline.

**ACTION:**

**B-35 JEFFREY MCCARRICK – CSC DOCKET NOS. 2020-697 AND 2020-870**

The Division of Agency Services, on behalf of Sparta, requests that Jeffrey McCarrick be assigned a retroactive appointment date to the Police Sergeant title. In addition, Jeffrey McCarrick seeks his eligibility for the promotional examination for Police Lieutenant (PM0936A), Sparta.

**ACTION:**

**B-36 LEANDRO DELVALLE – CSC DOCKET NO. 2020-488**

Leandro Delvalle requests to have his score from the Keyboarding Clerk 2 (PM0037A) examination transferred to the Keyboarding Clerk 2, Bilingual in Spanish and English (PM0042A) examination.

**ACTION:**

**B-37 NYIMAH GERMANY-THOMAS – CSC DOCKET NO. 2020-554**

Nyimah Germany-Thomas, a permanent Communications Operator, Secured Facilities in the Department of Corrections, represented by Robert Yaeger, Principal Staff Representative, CWA Local 1040, appeals the determination of the Division of Agency Services, which found that she failed the qualifying examination for a demotional title change to Principal Clerk Typist.

**ACTION:**

**B-38 ANGELO NUCCI – CSC DOCKET NO. 2020-798**

Angelo Nucci requests to take a make-up examination for Assistant Chief, Occupational Safety (PS6817T).

**ACTION:**

**B-39 EDWIN MACKLIN, JR. – CSC DOCKET NO. 2020-895**

Edwin Macklin, Jr., appeals his score for the physical performance portion of the examination for Fire Fighter (M1848W), Linden.

**ACTION:**

**B-40 KEVIN BARNES – CSC DOCKET NO. 2020-889**

Kevin Barnes appeals his score for the physical performance portion of the examination for Fire Fighter (M1856W), Newark,

**ACTION:**

**B-41 WILFREDO LOPEZ – CSC DOCKET NO. 2020-887**

Wilfredo Lopez appeals his score for the physical performance portion of the examination for Fire Fighter (M1856W), Newark.

**ACTION:**

**B-42 PETER POSIMATO – CSC DOCKET NO. 2020-129**

Peter Posimato requests relief regarding the 2019 Entry Level Law Enforcement Examination (S9999A).

**ACTION:**

**B-43 MICHELLE MARCHESE – CSC DOCKET NO. 2019-3432**

Michelle Marchese requests reconsideration of the final decision of the Civil Service Commission rendered on May 22, 2019, denying her appeal to submit a late application for the Supervising Family Service Specialist 2 (PS4837K), Department of Children and Families, examination.

**ACTION:**

**B-44 JUAN MELENDEZ – CSC DOCKET NO. 2019-3544**

Juan Melendez, a County Correction Officer with Hudson County, represented by Debra Simon, Esq., petitions the Civil Service Commission for reconsideration of the final administrative decision, rendered on May 22, 2019, in which the Director of the Division of Appeals and Regulatory Affairs denied his request for a hearing with respect to his 20 working day suspension.

**ACTION:**

**B-45 THOMAS SCHREFFLER – CSC DOCKET NO. 2019-1259**

The Department of Corrections (DOC) requests reconsideration of the final decision, rendered on May 2, 2018, which upheld the removal of Thomas Schreffler's name from the Correctional Police Lieutenant (PS9465I), Department of Corrections eligible list on the basis of an adverse employment history.

**ACTION:**

**B-46 E.S AND L.S. – CSC DOCKET NOS. 2019-2877 AND 2019-3022**

E.S., a Realty Specialist 2, Transportation, and L.S., a Project Engineer, Surface Design, with the Department of Transportation, appeal the determinations of the Acting Director, Division of Civil Rights, Department of Transportation, which found that the appellants failed to support a finding that they had been subjected to violations of the New Jersey State Police Prohibiting Discrimination in the Workplace.

**ACTION:****B-47 BRIAN CLANCY – CSC DOCKET NO. 2019-3363**

Brian Clancy, represented by Giovanna Giampa, Esq., appeals his removal from the eligible list for Sheriff's Officer (S9999R), Bergen County Sheriff's Office based on an unsatisfactory background report.

**ACTION:****B-48 MARK NAUGHTON – CSC DOCKET NO. 2019-2827**

Mark Naughton appeals his removal from the eligible list for Parole Officer Recruit (S1000U), State Parole Board based on an unsatisfactory background report.

**ACTION:****B-49 DEAN TESTA – CSC DOCKET NO. 2019-1865**

Dean Testa, represented by Robert K. Chewning, Esq., appeals the bypass of his name on the Police Sergeant (PM0861V), Rockaway Township eligible list.

**ACTION:****B-50 DAVID CONOVER – CSC DOCKET NO. 2020-397**

David Conover appeals the determination of the Division of Agency Services which found that he did not meet the experience requirements for the open competitive examination for Storekeeper (C0145A), Warren County.

**ACTION:**

**B-51 LINDA MCFADDEN – CSC DOCKET NO. 2020-785**

Linda McFadden appeals the determination of the Division of Agency Services which found that she did not meet the minimum requirements in experience for the open-competitive examination for Library Director (M0251A), Bridgeton.

**ACTION:****B-52 MARIA PINCAY – CSC DOCKET NO. 2020-656**

Maria Pincay appeals the determination of the Division of Agency Services that she did not meet the experience requirements for the promotional examination for Administrative Analyst 3, Information Systems (PS8621G), Department of Environmental Protection.

**ACTION:****B-53 JOHN SHUKOVSKY – CSC DOCKET NO. 2020-815**

John Shukovsky appeals the decision of the Division of Agency Services which found that, per the substitution clause for education, he did not meet the experience requirements for the promotional examination for Network Administrator 2 (PS5083K), Woodbine Developmental Center.

**ACTION:****B-54 MICHAEL ACOSTA – CSC DOCKET NO. 2020-800**

Michael Acosta requests that he be permitted to submit an application for the promotional examination for Police Lieutenant (PM0971A), West New York, after the application filing deadline.

**ACTION:****B-55 DENNIS COWAN AND PATRICK GALVIN – CSC DOCKET NOS. 2020-917 AND 2020-918**

Dennis Cowan and Patrick Galvin requests to file late applications for the promotional examination for Road Repairer 3 (PC0240A), Atlantic County.

**ACTION:**



**B-56 ERICK SCHOENBERGER – CSC DOCKET NO. 2020-481**

Erick Schoenberger requests to file an application after the announced closing date for the promotional examination for Campus Police Officer Recruit (PS0042J), Kean University.

**ACTION:**

**B-57 ERIKA VICENTE – CSC DOCKET NO. 2020-762**

Erika Vicente requests that she be permitted to submit an application for the promotional examination for Police Lieutenant (PM0952A), Paterson, after the application filing deadline.

**ACTION:**

**B-58 ELIJAH BRICE – CSC DOCKET NO. 2020-888**

Elijah Brice appeals his score for the physical performance portion of the examination for Fire Fighter (M1856W), Newark.

**ACTION:**

**B-59 K.R. – CSC DOCKET NO. 2020-80**

K.R., an Assistant Director of Nursing Services 1, Psychiatric with the Department of Health, appeals the decision of the Chief of Staff, which did not substantiate her allegations to support a finding that she had been subject to a violation of the New Jersey State Policy Prohibiting Discrimination in the Workplace.

**ACTION:**

**B-60 M.G. – CSC DOCKET NO. 2020-422**

M.G., a Cottage Training Supervisor with Hunterdon Developmental Center, appeals the decision of the Department of Human Services' Chief of Staff, which did not substantiate her allegations to support a finding that she had been subject to a violation of the New Jersey State Policy Prohibiting Discrimination in the Workplace.

**ACTION:**

**B-61 ANDRE BLUE – CSC DOCKET NO. 2020-669**

Andre Blue appeals the removal of his name from the Fire Fighter (M1557T), North Hudson Regional Fire and Rescue Service eligible list due to his failure to appear for the physical performance test.

**ACTION:**

**B-62 SANDI FERGUSON – CSC DOCKET NO. 2020-910**

Sandi Ferguson appeals the determination of the Division of Agency Services that she did not meet the experience requirements for the promotional examination for Program Specialist 4, Social/Human Services (PS9457H), Department of Health.

**ACTION:**

**B-63 JEANNETTE HAGOOD – CSC DOCKET NO. 2019-3241**

Jeannette Hagood, represented by Michele Long-Vickers, CWA Local 1040, requests a provisional appointment to Principal Clerk Typist, Department of Health with back pay.

**ACTION:**

**B-64 EMMETT DENNIS-JONES**

Emmett Dennis-Jones appeals his score for the physical performance portion of the examination for Fire Fighter (M1856W), Newark.

**ACTION:**

**B-65 JESSE VACANTE – CSC DOCKET NO. 2020-434**

Jesse Vacante appeals his removal from the eligible list for Correctional Police Officer (S9999U), Department of Corrections on the basis that he possessed an unsatisfactory criminal background.

**ACTION:**

**B-66 MALCOLM JONES – CSC DOCKET NO. 2020-708**

Malcom Jones, a former Police Officer with South Orange, represented by Ashley V. Whitney, Esq., requests that his removal effective December 1, 2018, be reversed. In the alternative, he requests that this matter be transmitted to the Office of Administrative Law as a contested case.

**ACTION:****B-67 DANIEL BIEL, *ET AL.* - CSC DOCKET NOS. 2019-3564, *ET AL.***

Daniel Biel, Nathaniel Reynolds and Brendan Rhodes appeal the decisions of the Division of Agency Services which found that their positions with Carteret Borough are properly classified as Fire Lieutenant. Appellants seek a Fire Captain job classification.

**ACTION:****B-68 FRANCIS LAY – CSC DOCKET NO. 2020-682**

Francis Lay appeals the determination of the Division of Agency Services, which found that he was below the minimum requirements in experience for a qualifying examination for Administrative Analyst 1, Information Systems.

**ACTION:**