



**MEETING MINUTES
SCHENECTADY COUNTY
CIVIL SERVICE COMMISSION
January 23, 2025**

Present:

Judy Dagostino – Chair of the Civil Service Commission
B. Donald Ackerman – Commissioner
Richard Nebolini – Commissioner
Julie Biittig - Supervising Personnel Assistant
Joe McQueen – Secretary to the Civil Service Commission
Barbara Leonard - Personnel Technician

Mrs. Dagostino called the meeting to order at 1:00. All Commissioners were present.

There were no comments during Privilege of the Floor for the Public Hearing.

There were no comments during Privilege of the Floor for the Agenda.

Mr. Nebolini moved, and Mr. Ackerman seconded, and the Commission unanimously voted to approve the minutes of December 17, 2024.

Mrs. Dagostino moved, and Mr. Ackerman seconded, and the Commission unanimously voted to approve the Report of Personnel Actions (attached).

Mr. Ackerman moved, and Mr. Nebolini seconded, and the Commission unanimously voted to establish the following titles, based on New Position Duty Statements:

<u>Position</u>	<u>Jurisdiction</u>	<u>Classification</u>
Accountant (PT)	Town of Princetown	Non-Competitive
Account Clerk (PT)	Town of Princetown	Non-Competitive
Assistant Public Defender V (5)	County – Public Defender	Exempt*
Assistant to the Superintendent of Water, Sewer and Engineering	Town of Niskayuna	Competitive
Child Abuse Prevention and Treatment Act Nurse	County – Social Services	Non-Competitive*
Confidential Assistant to the Commissioner of Planning	County-Economic Development and Planning	Exempt*
Deputy Commissioner of Finance (2)	County – Finance	Competitive
Director of Forensics	County – Sheriff	Competitive
Environmental Health Specialist I (2)	County – Public Health	Competitive

Environmental Health Specialist II	County – Public Health	Competitive
Financial Operations Manager	County – County Clerk	Competitive
Financial Operations Manager (HELPS Program)	County – County Clerk	Non-Competitive*
Grant Writer (Town)	Town of Glenville	Competitive
Junior Accounting Supervisor	County – Glendale	Competitive
Lifeguard (5)	Niskayuna School District	Non-Competitive
Media Specialist	Schenectady City School District	Competitive
Network and Systems Technician	Town of Niskayuna	Competitive

*pending classification

Mrs. Dagostino moved, and Mr. Ackerman seconded, and the Commission unanimously voted to adopt the following new job specifications:

<u>Title</u>	<u>Jurisdiction</u>
Assistant to the Superintendent of Water, Sewer and Engineering	Town of Niskayuna
Child Abuse Prevention and Treatment Act Nurse	County – Social Services
Director of Forensics	County - Sheriff
Financial Operations Manager	County – County Clerk
Financial Operations Manager (HELPS Program)	County – County Clerk
Grant Writer (Town)	Town of Glenville
Media Specialist	Schenectady City School District

Mr. Nebolini moved, and Mr. Ackerman seconded, and the Commission unanimously voted to revise the following job specifications:

<u>Title</u>	<u>Requested by:</u>
Inspector of Weights and Measures	County – Weights and Measures
Junior Network Administrator	County – Information Systems
Network and Systems Technician	Town of Niskayuna
Park Supervisor	Town of Niskayuna
Senior Workforce Investment Youth Coordinator	County – Social Services
Supervisor of District Partnerships and Youth Activities	Schenectady City School District

Mrs. Dagostino moved, and Mr. Ackerman seconded, and the Commission unanimously approved the request from the from the District Attorney, Schenectady County to promote Kate Schwartz to the position of Senior Crime Victim Services Assistant in accordance with Section 52.7 of the New York Civil Service law and Rule XII.8 of the Schenectady County Civil Service Rules without further examination.

Mr. Ackerman moved, and Mr. Nebolini seconded, and the Commission unanimously approved the request from the Mayor, City of Schenectady, to reinstate Joshua Miller to the position of Police Officer based on his previous permanent, competitive status.

Mrs. Dagostino moved, and Mr. Nebolini seconded, and the Commission unanimously approved the request from the Supervisor, Village of Scotia, to transfer Nicholas Thomas from the City of Albany Police Department to the Village of Scotia as a Police Officer in accordance with Rule XVII of the Schenectady County Civil Service Rules.

Mr. Nebolini moved, and Mrs. Dagostino seconded, and the Commission unanimously approved the request from the Supervisor, Town of Rotterdam, to transfer Kevin Paskevich from the Saratoga County Sheriff's Office to the Town of Rotterdam as a Police Officer in accordance with Rule XVII of the Schenectady County Civil Service Rules.

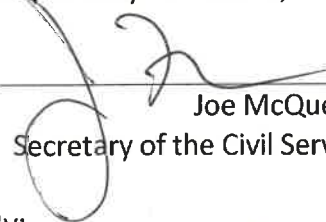
Mrs. Dagostino moved, and Mr. Ackerman seconded, and the Commission unanimously approved the request from the Director of Human Resources to appoint Karen Crandell to serve as hearing officer to make findings and recommendations as to whether or not to disqualify Scott Krikorian for the position of Correction Officer pursuant to Section 50.4 (a) and (f) of Civil Service Law and Rule IX of the Schenectady County Civil Service Rules.

Mrs. Dagostino moved to add a request to the Agenda. The Mayor, City of Schenectady, requests to waive the residency requirement for the position of Anti-Violence Coordinator. The request was unanimously approved for contiguous counties.

The next regularly scheduled meeting will be held on **Thursday, February 20, 2025**, at 1:00 pm.


Mr. Nebolini moved, and Mr. Ackerman seconded, and the Commission unanimously voted to adjourn the meeting.

Respectfully Submitted,



Joe McQueen
Secretary of the Civil Service Commission

By:



Barbara Leonard
Personnel Technician

ELIGIBLE LISTS EXPIRED IN FACE OF NEW LIST

86497 OC	Air Traffic Controller (Co. Airport) LE 12/12/23 Expired 12/18/24
89185 OC	Correction Officer (Co. Sheriff) LE 08/30/24 WILL EXPIRE 08/29/25
89190 OC	Correction Officer (SS) (Co. Sheriff) LE 08/30/24 WILL EXPIRE 08/29/25
66-452 OC	Patrol Officer (Co. Sheriff) LE 11/06/23 Expired 12/12/24
66-760 OC	Patrol Officer (Spanish Spk.) (Co. Sheriff) LE 11/08/23 Expired 12/12/24
62-502 OC	Police Officer (All Jurisdictions) LE 11/06/23 WILL EXPIRE 01/31/25
62-541 OC	Police Officer (Spanish Spk) (All Jurisdictions) LE 11/06/23 Expired 12/12/24

The following Eligible Lists were established for four years:

60007-240 OC	Correction Officer (Co. Jail) Passed: 30 Failed: 0 Established on 12/18/24
60008-620 OC	Correction Officer (SS) (Co. Jail) Passed: 1 Failed: 0 Established on 12/18/24
89186-010 OC	Patrol Officer (Co. Sheriff) Passed: 58 Failed: 0 Established on 12/13/24
89187-010 OC	Patrol Officer (Spanish Speaking) (Co. Sheriff) Passed: 2 Failed: 0 Established on 12/13/24
89188-010 OC	Police Officer (All Jurisdictions) Passed: 105 Failed: 0 Established on 12/13/24
89189-010 OC	Police Officer (Spanish Speaking) (All Jurisdictions) Passed: 2 Failed: 0 Established on 12/13/24
80040-010 OC	Public Health Nurse II (Co. Public Health) Passed: 3 Failed: 0 Established on 01/02/25

23704-020 Sr. Business Systems Programmer/Analyst (Co. Info. Svs.)
OC Passed: 2 Failed: 0
Established on 01/07/25

The following Preferred Eligible Lists were established for four years:

None

There was no Eligible List established for the following:

23697-020 Webmaster (City)
NLE 01/06/25

THE FOLLOWING ELIGIBLE LISTS WILL EXPIRE IN DECEMBER:

<u>EXAM #</u>	<u>TITLE</u>	<u>EXPIRE</u>	
52.7 Harris	Conf. Sec. to the Dir. of Public Works	02/21/25	0 Names
75-489	School Transportation Supv (Duanes Sch)	02/22/25	0 Names
60-073	Senior Road Maintenance Supv (T/O Rott)	02/02/25	0 Names
52.7 XII.8 DiPace	Senior Road Maintenance Supv (Co. Hwy)	02/21/25	0 Names