

MINUTES

MEETING OF THE MUNICIPAL CIVIL SERVICE COMMISSION OF THE CITY OF ALBANY HELD MARCH 31, 2021, VIA VIDEO CONFERENCE IN ACCORDANCE WITH THE HEALTH AND SAFETY GUIDELINES ISSUED BY NYS DUE TO COVID-19.

ATTENDEES: Linda Jackson-Chalmers, Commissioner
Michael Cassidy, Commissioner
Phillip Banaszek, Law Department
Sandra Coleman, Human Resources Generalist III
Peachie Jones, Director of Human Resources (City of Albany)

EXCUSED: Thomas McNaughton, Commissioner, Chair

I. Call to order

Commissioner Jackson-Chalmers called the meeting to order at 4:34 p.m.

II. Approval of minutes

The Commission unanimously voted to accept the minutes from the March 10, 2021 Special Meeting as written.

III. Report of appointments to the Competitive, Non-Competitive, Exempt and Labor Class

- The Civil Service Office reported on the following **Permanent Promotion - Competitive Class** appointments:

NAME	TITLE	AGENCY/DEPARTMENT	DATE
Anthony Wheland	Telecommunications Senior Dispatcher	APD	2/26/21

- The Civil Service Office reported on the following **Provisional -Competitive Class** appointments:

NAME	TITLE	AGENCY/DEPARTMENT	DATE
Quadier Cook	Sanitation Equipment Operator	DGS	2/4/21
Amie Jefferson	Lead Hazard Reduction Grant Program Manager	Community Development	2/16/21
Dan Futia	Public Works Foreperson	DGS	2/25/21
Molli Powers	Information Clerk II	DGS	3/1/21
Michael Jackson	Sanitation Equipment Operator	DGS	3/18/21
Jahquell Davis	Sanitation Equipment Operator	DGS	3/18/21
Ernest Bien Aime	Sanitation Equipment Operator	DGS	3/18/21
James Cobbins	Youth Program Facilitator	Youth & Workforce	3/22/21

- The Civil Service Office reported on the following **Non-Competitive Class** appointments:

NAME	TITLE	AGENCY/DEPARTMENT	DATE
Krone Brown	Sanitation Worker	DGS	2/25/21
Jaquan Perrin	Laborer I	DGS	2/25/21
George Balbuena	Equipment Operator I	DGS	3/11/21
Daniel Ragule	Laborer II	DGS	3/11/21
Jerome Willingham	Laborer II	DGS	3/11/21
Abel Garcia	Laborer I	DGS	3/18/21
Trayvon Johnson	Sanitation Worker	DGS	3/18/21
Robert Maikels, Jr.	Equipment Operator II	DGS	3/25/21

- The Civil Service Office reported on the following **Labor Class** appointments:

NAME	TITLE	AGENCY/DEPARTMENT	DATE
Izay Harris	Custodial Worker	DGS	2/18/21
Dela Sampson	Automotive Mechanic Helper	DGS	3/18/21

IV. Adoption of Job Specifications – **The Commission voted unanimously to adopt the specifications for the titles listed below.**

- Compliance Manager – Section 8
- Occupancy Clerk
- Project Development Assistant
- Relocation Coordinator

V. Amendment of Job Specifications – **The Commission voted unanimously to amend the specifications for the titles listed below.**

- Chief Financial Manager
- Director of Special Events
- Software & Administrative Support Specialist

VI. Old Business

- Police Officer Appeal – J. Dolan - **The Commission voted unanimously to send the candidate for a third evaluation.**

VII. New Business - NONE

VIII. Adjournment – Meeting adjourned at 4:46 p.m.

Next regular meeting: **Wednesday, April 28, 2021**

Sandra Coleman
Human Resources Generalist III