



MEETING OF
September 26, 2024

The Nassau County Civil Service Commission met this date at 10:30 a.m. in the Office of the Commission, 40 Main Street, Hempstead, Nassau County, New York.

PRESENT: Carnell T. Foskey, Chairman

 Michael M. DeLuca, Commissioner

 Steven R. Markowitz, Commissioner

 Angela Grasso, Director of Administration

 Ralph Misiti, Personnel Specialist IV

 Michelle Hertz, Personnel Specialist IV

 Jeffrey Hackett, Special Assistant, Civil Service Commission

Moved by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried approving the minutes of the previous meeting with any necessary corrections.

182/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS per Resolution No.128/2023 amending Resolution No. 087/2022 and Resolution No. 019/2024, the Commission shall include in the duties of the Civil Service Commission Staff the review and determination of the matters set forth and prepare a monthly memorandum for the Commission for inclusion on an agenda for ratification of the matters and reflect such actions in the general session minutes, and

WHEREAS the Nassau County Civil Commission Staff has made the following determinations on September 12 and September 19, 2024,

RESOLVED, That the Commission has studied, evaluated and ratified the following actions made by Civil Service Staff's actions:

September 12, 2024

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Deputy Village Treasurer	Village of Floral Park	VACANT EXEMPT - 1 position - 41.2 Effective: 9/4/2024	OK to Certify
Administrative Assistant / Administrative Assistant Bilingual (Spanish)	Hempstead Housing Authority	Certify appropriate list # 60-043	OK to Certify
Secretary, Fire Department	Village of Williston Park	VACANT EXEMPT 1 position - 41.2 Effective: 9/5/2024	OK to Certify
Superintendent of Building Department	Village of Roslyn Estates	VACANT EXEMPT - 1 position - 41.2 Effective: 9/6/2024	OK to Certify

September 19, 2024

<u>TITLE</u>	<u>AGENCY</u>	<u>ACTION</u>	<u>DECISION</u>
Secretary	Bethpage Water District	VACANT EXEMPT - 1 position - 41.2 Effective: 9/5/2024	OK to Certify
Secretary to Board of Zoning Appeals	Village of Great Neck	VACANT EXEMPT 1 position - 41.2 Effective: 8/30/2024	OK to Certify
Clerk to Village Justice	Village of Lake Success	VACANT EXEMPT 1 position - 41.2 Effective: 9/11/2024	OK to Certify
Deputy Village Clerk	Village of Lynbrook	VACANT EXEMPT - 1 position - 41.2 Effective: 9/16/2024	OK to Certify
Village Auditor	Village of Rockville Centre	VACANT EXEMPT 1 position - 41.2 Effective: 9/29/2024	OK to Certify
School District Clerk	West Hempstead PS	VACANT EXEMPT - 1 position - 41.2 Effective: 9/16/2024	OK to Certify

183/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the Commission has studied, evaluated and ratified their action of approval on the following item:

<u>TITLE/EXAM</u>	<u>ACTION</u>	<u>DECISION</u>	<u>DATE</u>
Secretary to County Assessor C-Assessment	Vacant Exempt 1 position - 41.2 Effective 9/18/24	Approved	9/18/2024

184/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 60-332 Probation Officer Trainee for Nassau County Department of Probation was established on December 1, 2022, and

WHEREAS a new list for this title has just been established,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 60-332 Probation Officer Trainee, remain in effect until the end of its four years or until it is exhausted.

185/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 65-079 Medical Transcriptionist was established on January 27, 2023, and

WHEREAS a new list for this title has just been established,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 65-079 Medical Transcriptionist, remain in effect until the end of its four years or until it is exhausted.

186/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 22257 Information Technology Aide II was established on September 12, 2023, and

WHEREAS a new list for this title has just been established, and

WHEREAS there are multiple agencies still canvassing the existing list,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 22257 Information Technology Aide II, remain in effect until September 11, 2025 or until it is exhausted.

187/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS list No. 21337P Information Technology Applications Specialist II for Nassau County Department of Information Technology was established on November 5, 2021, and

WHEREAS a new promotion list for this title has just been established,

RESOLVED, That in accordance with Section 56 Paragraph I of Civil Service Law, List No. 21337P Information Technology Applications Specialist II, remain in effect until the end of its four years or until it is exhausted.

188/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission reviewed correspondence from Anthony J. La Rocco, Sheriff, Nassau County Sheriff's Department, requesting that the Commission waive the two (2) year prerequisite of permanent service as a Correction Sergeant to be eligible to be promoted to Correction Lieutenant for List No. 73-473

RESOLVED, That said request is approved.

189/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from Nassau County Department of Information Technology for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Geographic Information System Specialist I, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class for an unlimited number of positions under Appendix B in the Nassau County Department of Information Technology, effective July 28, 2024.

190/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from Nassau County Department of Assessment Review Commission for classification of four new positions together with a statement of duties of the proposed new positions,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Statistician I, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class for an unlimited number of positions under Appendix B in the Nassau County, effective August 19, 2024.

191/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from Nassau Health Care Corporation for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Building Maintenance Supervisor I, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class limited to two positions under Appendix B in the Nassau Health Care Corporation.

192/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from Nassau Health Care Corporation for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Program Director, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class limited to two positions under Appendix B in the Nassau Health Care Corporation.

193/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from Nassau Health Care Corporation for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Statistician, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class for an unlimited number of positions under Appendix B in the Nassau Health Care Corporation.

194/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Rockville Centre for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Assistant Motor Repair Supervisor, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class limited to two positions under Appendix B in the Village of Rockville Centre, effective September 29, 2024.

195/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Lynbrook for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Deputy Village Clerk, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Exempt Class, in accordance with Section 41.1 of the Civil Service Law limited to two positions under Appendix A in the Village of Lynbrook, effective September 16, 2024.

196/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Port Washington North for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate civil service title for the position is Research Assistant to Board of Trustees, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Unclassified Service limited to one position under Appendix C in the Village of Port Washington North, effective August 22, 2024.

197/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Village of Garden City for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the position is Public Works Project Manager, and be it further

RESOLVED, That the tentative specification as submitted, be approved as the specification for the said position in the Village of Garden City, effective August 14, 2024.

198/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Police Communications Operator as submitted, be approved as the specification for the said position in the County Service.

199/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Accounting Executive Advisor, Comptroller as submitted, be approved as the specification for the said position in the County Service.

200/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Information Technology Security Specialist Trainee as submitted, be approved as the specification for the said position in the County Service.

201/2024 -- A motion was made by Commissioner Markowitz, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Director of Nursing as submitted, be approved as the specification for the said position in the Special District Service, for Nassau Health Care Corporation only.

202/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Information Technology Security Specialist I as submitted, be approved as the specification for the said position in the County Service, and be it further

RESOLVED, That the recommended grade for the title of Information Technology Security Specialist I be changed from grade 17 to a grade 11 be approved.

203/2024 -- A motion was made by Commissioner DeLuca, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

RESOLVED, That the revised specification for the title of Information Technology Security Specialist II as submitted, be approved as the specification for the said position in the County Service, and be it further

RESOLVED, That the recommended grade for the title of Information Technology Security Specialist II be changed from grade 19 to a grade 13 be approved.

204/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS Field Auditor III incorporates the duties of Inspector (Comptroller's Office), grade 18 and Field Auditor V, grade 17.

RESOLVED, That a change in nomenclature for the title Field Auditor V to Field Auditor III be approved, and be it further

RESOLVED, That the recommended grade for Field Auditor III be changed to a grade 18, effective July 31, 2024, be approved.

205/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

RESOLVED, That subject to the approval of the New York State Civil Service Commission, the title Geographic Information System Specialist be listed in the rules of this Commission in the Non-Competitive Class under Appendix B in the Village Service and the Special District Service for an unlimited number of positions.

206/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner Markowitz and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request for a waiver of residence for the positions of Information Technology Security Specialist Trainee, Information Technology Security Specialist I, Information Technology Security Specialist II, and Information Technology Security Specialist III, and

RESOLVED, That in accordance with Rule X, subdivision 2 of the Rules of this Commission, the Commission approves a waiver of residence for participation in the examination for Information Technology Security Specialist Trainee, Information Technology Security Specialist I, Information Technology Security Specialist II, and Information Technology Security Specialist III open to residents of Suffolk County and the five Boroughs of New York City.

207/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to the County Clerk in the Nassau County Office of the County Clerk, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective September 16, 2024.

208/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Secretary to Commissioner of Planning and Development in the Town of North Hempstead, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position as now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective August 28, 2024.

209/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS a vacancy has occurred in the position of Deputy Commissioner of Public Works in the Department of Public Works, and

WHEREAS the Commission has studied and evaluated such position,

RESOLVED, That the Commission determines that such position is now constituted is properly classified in the Exempt Class in accordance with Section 41.2 of the Civil Service Law, effective September 28, 2024.

210/2024 -- A motion was made by Commissioner Foskey, seconded by Commissioner DeLuca and unanimously carried adopting the following resolution:

WHEREAS the Commission has received a request from the Nassau County Department of Police for classification of a new position together with a statement of duties of the proposed new position,

RESOLVED, That the Commission certifies that the appropriate new civil service title for the position is Police Department Information Technology Coordinator, and be it further

RESOLVED, That the tentative specification as submitted, be approved as the specification for the said position, and be it further

RESOLVED, That subject to the approval of the State Department of Civil Service said position be placed in the Non-Competitive Class limited to one position under Appendix B in the Nassau County Department of Police.

There being no further business, the Commission adjourned to go into Executive Session.