

CIVIL SERVICE COMMISSION

January 20, 2009

A regular meeting of the Civil Service Commission was held on January 20, 2009 at 7PM in Conference Room C. Present were Commissioners Dowin, Healy, Toohey and Winfield. Personnel Director, John O'Connell, was in attendance.

The meeting was called to order at 7:05 PM.

Item 1. Ms. Dowin nominated Mr. Winfield for Chairman of the Commission. Mr. Toohey seconded the nomination. There were no other nominations and Mr. Winfield was unanimously elected.

Mr. Winfield nominated Ms. Dowin for Vice Chairman of the Commission. Mr. Healey seconded the nomination. There were no other nominations and Ms. Dowin was unanimously elected.

Item 2. The minutes of the October 20, 2008 meeting were considered. Mr. Healey made a motion to approve, Mr. Toohey seconded the motion, and it passed unanimously.

Item 3. The schedule of remaining meetings for calendar year 2009 was reviewed. Mr. Healey stated he would not be available for the March 16th meeting and Mr. Winfield stated he would not be available for the May 18th meeting.

Item 4. Mr. O'Connell discussed his initial time as Personnel Director and assured the Commissioners that the Department was functioning well, particularly given the changes in all three positions within the Department. He further mentioned some possible changes in the future to the Civil Service Rules and Regulations.

Item 5. The Commission reviewed and had limited discussion of the Open Jobs Report.

Item 6. Mr. O'Connell briefed the Commission on the Finance Director's request for a modified and slightly lower pay scale for the vacant and recently created Accountant I position. Ms. Doneiko decided that this position will have less responsibility than the City Accountant position. Ms. Dowin made a motion to approve. The motion was seconded and unanimously approved.

Item 7. Mr. Healey made a motion to go into Executive Session for the purpose of a briefing on Grievance #4-08/09, Local 1566. The motion was seconded by Ms. Dowin and carried unanimously. Mr. O'Connell was included in the Executive Session.

Mr. Toohey made a motion to leave Executive Session, a second was made by Mr. Healey. The motion was unanimously approved.

A motion was made by Ms. Dowin to adjourn, seconded by Mr. Toohey and passed unanimously. The meeting was adjourned at 7:30 PM.

ATTEST:

John H. O'Connell