

CITY OF KINGSTON
Municipal Civil Service Commission
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Jackie DeCicco, Executive Secretary



Bernice Arra, Chairperson
Thierry Croizer, Commissioner
Alan Adin, Commissioner

MUNICIPAL CIVIL SERVICE COMMISSION MEETING

February 28, 2022

IN ATTENDANCE: Commissioners Bernice Arra, Alan Adin, and Jackie DeCicco; No public attendance.

The meeting was called to order by Bernice Arra at 9:22 am.

The minutes for January 24, 2022 were read. Motion by Bernice Arra to adopt the minutes and seconded by Alan Adin.

Report of Personnel Changes (RPC's) were reviewed and a motion was made by Bernice Arra to certify the list and seconded by Alan Adin.

ESTABLISH ELIGIBLE LIST:

N/A

CANVASSED POSITION:

Police Lieutenant

Police Sergeant

CERTIFICATION OF ELIGIBLES:

Fire Fighter

Fire Lieutenant

Police Lieutenant

Police Officer

Police Sergeant

Typist

ELIGIBLE LIST APPOINTMENTS:

Fire Lieutenants

Police Officers

APPOINTMENTS IN THE EXEMPT CLASS:

N/A

PROVISIONAL APPOINTMENTS:

Senior Account Clerk

COMMUNICATIONS:

The Commission welcomes Commissioner Alan Adin. Mr. Adin's term ends on May 31, 2024.

The Commission amended the job spec for the title Historic Preservation Administrator and adopted the job spec Network & Technology Support Technician for use by the School District.

The City is still working from a Kingston residency only list for Fire Fighter. Until that list is exhausted the City cannot use the entire Fire Fighter list.

The annual report was submitted to New York State Civil Service on February 16, 2022. The annual report is due to the State each year by March 1st. Examination fees were paid to the NYS in the amount of \$1,707.00 for 2021. The breakdown of the bill is as follows:

Non-uniformed exams: 6, 23 candidates with 3 waivers = \$230.00

Uniformed exams: 5 exams, 72 candidates, 0 waivers = \$1,080.00

Decentralized exams: 7 exams, 83 candidates, 5 waivers = \$397.00

The next meeting will be held at 9:00am on Monday, March 28, 2022. The meeting was adjourned at 10:01am by Bernice Arra, seconded by Alan Adin.

Respectfully Submitted,

Jacqueline DeCicco