

CITY OF KINGSTON
Municipal Civil Service Commission

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Jackie DeCicco, Executive Secretary
Robin Kimble, Benefits Account Clerk



Bernice Arra, Chairperson
Audrey Kithcart, Commissioner
Susan Wallace, Commissioner

MUNICIPAL CIVIL SERVICE COMMISSION MEETING

December 19, 2016

IN ATTENDANCE: Commissioners Kithcart and Wallace
ALSO IN ATTENDANCE: Jackie DeCicco

The meeting was called to order by Commissioner Kithcart at 9:35am, Civil Service Office, City Hall, 420 Broadway, Kingston, NY.

The minutes for November 21, 2016 were reviewed. Motion by Commissioner Wallace to adopt and seconded by Commissioner Kithcart.

ESTABLISH ELIGIBLE LIST:

Clerk	Secretary I
Custodian	Secretary Promotional
Recreation Leader	Secretary I Promotional
Secretary	Typist

EXAM PENDING:

Fire Chief
School Security Guard
Coordinator of Safety & Prevention
Garage Shop Superintendent

EXTENDED ELIGIBLE LIST:

N/A

CANVASSED POSITION:

N/A

CERTIFICATION OF ELIGIBLES:

N/A

APPOINTMENTS:

Secretary Provisional
Typist Provisional

COMMUNICATIONS:

New Position Duties Statement was approved for Parking Supervisor.

The next meeting will be held at 9:30am on January 23, 2017.

Respectfully Submitted,

Jacqueline DeCicco
Executive Secretary