

CIVIL SERVICE COMMISSION
Meeting
MINUTES
June 8, 2022
10:00 a.m.
Via Videoconference

Roll Call:

The meeting was called to order by Chair Susan Ward and Commissioner Bruce Bennett. Also present was Daniel Stachowicz, Chief Examiner/HR Analyst; Virginia Alosco-Werner, Director of Human Resources; William Lounsbury, Assistant Fire Chief; Richard Thode, Fire Chief; Dianne Rosemark, Assistant Corporation Counsel; Katie Pearson, Library Director; Inaudible Speaker (00:01:39), Union President; and David Newland; Building Official.

Minutes: Review and accept previous meeting's minutes

Motion by Commissioner Bennett, seconded by Chair Ward, to accept the previous meeting's minutes. Motion carried unanimously.

Personnel Status:

Status Change: None

New Hires:

Mr. Stachowicz noted three new hires: Dragan Stojkovic, Certified Police Officer - Danbury Police Department; Donna Strosser, Assistant Registrar of Vital Statistics - Town Clerk Department; and Daniel Stachowicz, Chief Examiner - Human Resources Department.

Retirements:

Mr. Stachowicz noted Denise Janey, Chief Examiner with the Human Resources Department is retiring.

Resignations: None

New Business:

Review of new job description Administrative Fire Captain

Mr. Thode spoke on the reclassification process of three existing positions to Administrative Fire Captain.

Motion by Commissioner Bennett, seconded by Chair Ward, to approve the Administrative Fire Captain job description. Motion carried unanimously.

Motion by Chair Ward, seconded by Commissioner Bennett, to administer an Administrative Fire Captain exam. Motion carried unanimously.

Certification of Eligibility Lists:

- LTA (Project Coordinator)

Motion by Commissioner Bennett, seconded by Chair Ward, to certify the LTA (Project Coordinator) Eligibility List. Motion carried unanimously.

- Electrical Inspector

Motion by Commissioner Bennett, seconded by Chair Ward, to certify the Electrical Inspector Eligibility List. Motion carried unanimously.

- Public Utilities Technician

Motion by Commissioner Bennett, seconded by Chair Ward, to certify the Public Utilities Technician Eligibility List. Motion carried unanimously.

- HR Generalist

Motion by Commissioner Bennett, seconded by Chair Ward, to certify the HR Generalist Eligibility List. Motion carried unanimously.

Adjourn

Motion by Commissioner Bennett, seconded by Chair Ward, to adjourn. Motion carried unanimously.