

CITY OF NORWICH
Civil Service Meeting
August 21, 2002

PRESENT:

Paul Laughlin, Chairman
Anthony Abraham, Commissioner
Donna Wood-Craig, Commissioner

ALSO:

Deborah DeForest, Secretary
Kim Perez, Norwich City School
Christine Gray, Sr. Acct. Clerk

Chairman Laughlin motioned to approve the July 31, 2002 minutes. Seconded by Commissioner Abraham. All ayes. 3-0.

Chairman Laughlin made a motion to approve the job duty statement for cleaner vacated by Timothy Crandall. Seconded by Commissioner Abraham. All ayes. 3-0.

Chairman Laughlin motioned to accept the job duty statement for PC Lan Technician vacated by Michael Fratini. Seconded by Commissioner Abraham. All ayes. 3-0.

Chairman Laughlin motioned to approve the following Labor appointment:

Date of Appt.

Brian Phillips	Cleaner	8/2/02
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Seconded by Commissioner Abraham. All ayes. 3-0.

There were no Non-Competitive appointments to approve but the following appointments were noted:

PROVISIONAL APPOINTMENTS

Date of Appt

Amy Doliver	Library Clerk	6/22/02
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Chairman Laughlin made a motion to approve Resolution #70 eligible list for Physical Therapy Assistant.

RESOLUTION # 70 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 21, 2002 adopted the following resolution:

WHEREAS, the City of Norwich Civil Service Commission is authorized by the State Civil Service Commission to approve an eligible list for classified positions under their jurisdiction; and

WHEREAS, an examination for the position of Physical Therapy Assistant was held on August 12, 2002, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #00-PTA2 position of Physical Therapy Assistant be approved as detailed on the attached list and that the duration of this list shall be in effect from August 21, 2002 to August 21, 2003.

Seconded by Commissioner Wood-Craig. All ayes. 3-0.

Chairman Laughlin made a motion to approve Resolution #71 to establish an eligible list for Physical Therapist.

RESOLUTION # 71 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 21, 2002 adopted the following resolution:

WHEREAS, the City of Norwich Civil Service Commission is authorized by the State Civil Service Commission to approve an eligible list for classified positions under their jurisdiction; and

WHEREAS, an examination for the position of Physical Therapist was held on August 12, 2002, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #00-PT2 position of Physical Therapist be approved as detailed on the attached list and that the duration of this list shall be in effect from August 21, 2002 to August 21, 2003.

Seconded by Commissioner Abraham. All ayes. 3-0.

Chairman Laughlin made a motion to approve Resolution #72 to establish an eligible list for Occupational Therapy Assistant.

RESOLUTION # 72 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 21, 2002 adopted the following resolution:

WHEREAS, the City of Norwich Civil Service Commission is authorized by the State Civil Service Commission to approve an eligible list for classified positions under their jurisdiction; and

WHEREAS, an examination for the position of Occupational Therapy Assistant was held on August 12, 2002, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #00-OTA2 position of Occupational Therapy Assistant be approved as detailed on the attached list and that the duration of this list shall be in effect from August 21, 2002 to August 21, 2003.

Seconded by Commissioner Wood-Craig. All ayes. 3-0.

Chairman Laughlin made a motion to approve Resolution #73 to establish an eligible list for Senior Occupational Therapist.

RESOLUTION # 73 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 21, 2002 adopted the following resolution:

WHEREAS, the City of Norwich Civil Service Commission is authorized by the State Civil Service Commission to approve an eligible list for classified positions under their jurisdiction; and

WHEREAS, an examination for the position of Senior Occupational Therapist was held on August 12, 2002, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #00-OT2 position of Senior Occupational Therapist be approved as detailed on the attached list and that the duration of this list shall be in effect from August 21, 2002 to August 21, 2003.

Seconded by Commissioner Wood-Craig. All ayes. 3-0.

Secretary DeForest reviewed a letter received concerning provisionals and testing. Discussion ensued.

Chairman Laughlin noted the next meeting would be Thursday, September 26, 2002 at 8:30 A.M.

Chairman Laughlin closed the meeting at 8:50 A.M.