



City of Norwich Civil Service Commission
Civil Service Meeting
March 25, 2010

PRESENT:

John Blenis, Jr. Commissioner
Joanne Baker, Commissioner

ALSO:

Deborah DeForest, Secretary

The meeting came to order at 8:35 a.m.

Commissioner Baker made a motion to approve the minutes of the January 28, 2010 meeting. Motion was seconded by Commissioner Blenis. Motion approved, 2-0.

Commissioner Baker moved to approve and Commissioner Blenis seconded the following resolutions:

#187 to establish the eligible list for exam #64046 for the position of Senior Library Clerk –Open Competitive

The City of Norwich Civil Service Commission has on 3/25/2010 adopted the following resolution:

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

Whereas, an examination for the position of Senior Library Clerk was held on February 6, 2010 and the results for said examination have been received and recorded;

Now, therefore be it resolved, that the eligible list for exam #64046 for the position of Senior Library Clerk – Open Competitive be established and that the duration of this list shall be in effect from 3/25/2010 to 3/25/2011.

Motion approved 2-0.

The City of Norwich Civil Service Commission has on 3/25/2010 adopted the following resolution:

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

Whereas, an examination for the position of Senior Library Clerk was held on February 6, 2010 and the results for said examination have been received and recorded;

Now, therefore be it resolved, that the eligible list for exam #77076 for the position of Senior Library Clerk – Promotional be established and that the duration of this list shall be in effect from 3/25/2010 to 3/25/2011.

Motion approved 2-0.

#189 to establish the eligible list for exam #63449 for the position of Fire Chief–Open Competitive

The City of Norwich Civil Service Commission has on 3/25/2010 adopted the following resolution:

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

Whereas, an examination for the position of Fire Chief was held on January 9, 2010 and the results for said examination have been received and recorded;

Now, therefore be it resolved, that the eligible list for exam #63449 for the position of Fire Chief – Open Competitive be established and that the duration of this list shall be in effect from 3/25/2010 to 3/25/2011.

Motion approved 2-0.

#190 to establish the eligible list for exam #63449 for the position of Fire Chief–Promotional

The City of Norwich Civil Service Commission has on 3/25/2010 adopted the following resolution:

Whereas, an examination for the position of Fire Chief was held on January 9, 2010 and the results for said examination have been received and recorded;

Now, therefore be it resolved, that the eligible list for exam #76920 for the position of Fire Chief – Promotional be established and that the duration of this list shall be in effect from 3/25/2010 to 3/25/2011.

Motion approved 2-0.

Motion was made by Commissioner Blenis to approve the permanent appointment of Evan Romaine to the position of Police Officer effective 1/31/2010. Motion seconded by Commissioner Baker. Motion approved 2-0.

D. DeForest presented the 2009 annual civil service report.

Discussion ensued.

Commissioner Baker moved to approve the civil service report as presented. Motion seconded by Commissioner Blenis. Motion approved, 2-0.

D. DeForest presented amended job duty statements for Police Sergeant and Fire Captain to bring them into compliance with civil service regulations and to clarify some language.

Discussion ensued.

Commissioner Blenis moved to approved the amended job duty statements as presented for Fire Captain and Police Sergeant. Motion seconded by Commissioner Baker. Motion approved, 2-0.

Next meeting was scheduled for April 29th at 8:30 a.m.

Meeting adjourned 9:15 a.m.