

CAYUGA COUNTY CIVIL SERVICE COMMISSION MEETING AGENDA
May 19, 2021
Civil Service Commission
3:30 p.m. Business Meeting

1. Roll Call & Opening of Meeting:
2. Read and approve minutes from the 4/20/21 regular meeting:
3. Adoption or Amendment of Civil Service Rules: None
4. Certification of Eligibles: (provided separately)
5. Establishment of Eligible Lists:
 - A. Supervising Emergency Services Dispatcher (2021) PPM#75119 (1 candidate – passed – no provisional)
 - B. Supervising Emergency Services Dispatcher (2021) OC#62148 (2 candidates – passed – no provisional)
 - C. Sheriff Custody Lieutenant (2021) PPM#70884 (2 candidates – passed – no provisional)
6. Eligible Lists to Extend:
 - A. Nutritionist (2019) OC#62201
 - B. Occupational Therapist (2019) OC#20195
 - C. Principal Account Clerk (2018) OC#64291
 - D. Principal Account Clerk (BOCES) (2018) PPM#77636
 - E. School Security Guard (2019) OC#64097
 - F. Senior Account Clerk Typist (2018) OC#61896
 - G. Senior Audit Clerk (2018) OC#62079
 - H. Senior Audit Clerk (DSS) (2018) NCP#77572
 - I. Senior Human Resources Associate (2019) PPM#74395
 - J. Senior Public Health Educator (2019) OC#65288
 - K. Sheriff Custody Corporal (2019) PPM#73181
 - L. Sheriff Custody Sergeant (2019) PPM#73185
 - M. Victim/Witness Program Coordinator (2019) OC#63999
 - N. Watershed Conservation Specialist (2019) OC#60855
7. Eligible Lists to Expire:
 - A. Accountant (2019) OC#61495
 - B. Data Entry Machine Operator (2017) OC#2017-04
 - C. Junior Accountant (2019) OC#62719
 - D. Public Health Educator (2019) OC#65803
8. Adoption of Class Specifications: None
9. Amendment of Class Specifications:
 - A. Library Historian – Seymour Library – (C)

10. New Position Duties Statements:
 - A. Registered Professional Nurse (4) – Cato-Meridian School – (NC)
11. Exempt Class Review: None
12. Job/Position Reclassification Questionnaire: None
13. Disciplinary Actions, Dismissals, Job Abolishment, Leaves of Absence, Reinstatements, Transfers:
 - A. Transfer Request - Cayuga County Jail – Corrections Officer (Onondaga County) to Sheriff Custody Officer (Cayuga County)
 - B. Transfer Request – Cayuga County Jail – Corrections Officer (Onondaga County) to Sheriff Custody Officer (Cayuga County)
 - C. One Section 75 in process with legal
14. Consideration of Appeals: None
15. Upcoming Examination Schedule: *(provided separately)*
16. Communications received: None
17. HR Administrators Report:
 - A. Deputy position filled and person to begin 5/10/21 (Colleen Lombardi).
 - B. Continuing to work with subcommittee and legislative work groups on the Non-Bargaining compensation plan.
 - C. Working with Finance workgroup on changes.
 - D. Moved from narrowing the CIO candidate pool to a smaller group to begin interviewing.
 - E. Preparing for Deputy Sheriff/Police Officer exam of more than 80 individuals for May 15.
 - F. Staff continue to work effectively at 50% in office, 50% at home.
 - G. Working on several settlements, grievances, and arbitration preps.
18. Unfinished Business: None
19. Set Date/Time for Next Commission Meeting: Tuesday, June _____, 2021 @ 3:30 p.m.
20. Adjournment: