

**MINUTES
CIVIL SERVICE COMMISSION
REGULAR MEETING**

Tuesday, May 16, 2023 @ 9:00 A.M.

This will be a 100% Electronic Meeting.

Electronic Meeting pursuant to Paragraph 1 of Executive Order 7B.

Public Questions can be emailed to CSC@hamden.com

ZOOM Link: <https://hamden.zoom.us/j/82576484141>

<https://hamden.zoom.us/rec/share/dUZoq0j-SzwoaTIBCrLQicGZd4pju-8yXZY3SVLsQo3B8jEqkRp9YZOOYW9Z74S.zwyXKutSB6dxJg09?startTime=1684242271000>

*****If you are reviewing a print copy of these minutes and wish to view the meeting recording, please visit the Agenda Center at www.hamden.com/AgendaCenter.**

Then, review the recording by downloading the digital version of these minutes and following the instructions above.

Public questions were be emailed to CSC@hamden.com

**IN ACCORDANCE WITH THE DECISION OF THE HAMDEN CIVIL SERVICE
COMMISSION, MINUTES WILL REFLECT INDIVIDUALS IN ATTENDANCE,
MOTIONS MADE AND VOTES TAKEN.**

Chairperson Lobo called the meeting to order at 9:04 a.m., with Commissioner Curt Andrews, and Commissioner Helen Ward in attendance. Also present were, Director of Human Resources Brigitte Cogswell, Human Resources Officer Nadia Balassone, Administrative Assistant Erica Blue, Director of Arts, Culture & Wellness Karen Bivens, Fire Chief Jeffrey Naples, Acting Police Chief Timothy Wydra, Deputy Chief of Staff Alexa Panayotakis, and Public Works Director Joeseeph Colello.

1. **Call the meeting to order**—Chairperson Lobo called the meeting to order at 9:04 a.m.
2. **Public Input**—Public Input from Fire Commissioner Gary Tinney regarding diversity efforts for hiring in the Fire Department.
3. **Review and approval of the following application(s):**
 - a. Certified Police Officer—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission to approve (1) one applicant to move forward in the process.
4. **Review and approval of the job description(s):**
 - a. Recreation Administrative Assistant—On a motion by Commissioner Ward, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to approve the job description.
<https://www.hamden.com/DocumentCenter/View/8233/Recreation-Administrative-Assistant-JD-edited>

5. **Correspondence from Director of Arts, Culture and Wellness Karen Bivens requesting promotional and if necessary, open and competitive recruitment of the position of Recreation Administrative Assistant**—On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to open the recruitment.
<https://www.hamden.com/DocumentCenter/View/8234/RTF-Recreation-Administrative-Assistant>
6. **Discussion of PW Recruitment process.**
7. **Removal of one applicant from the Entry Level Firefighter/Paramedic eligibility list**—On a motion by Commissioner Andrews, seconded by Commissioner Ward, it was the unanimous decision of the Commission to remove one (1) applicant from the eligibility list.
8. **Removal of applicants from Clerk Typist eligibility list**—On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to remove applicants from the eligibility list.
9. **Executive Session**—No Executive Session.
10. **New Business**—No New Business.
11. **Old Business**—Commissioner Andrews discusses the possibility of a Hybrid meeting going forward.
12. **Adjourn**—On a motion Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to adjourn at 9:46 a.m.

Respectfully submitted,



Nadia Balassone
Human Resources Officer