

**Regular Meeting
December 21, 2016
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on December 21, 2016 at 1:00 p.m., Council Chambers, 83 Broadway, Newburgh, NY.

Those present were: Vera Best, Commissioner
John C. Powell, Commissioner
Michelle Mills, Administrator
Michelle Kelson, Corporation Counsel

Absent: Thomas Murphy, Chairman

Minutes:

November 16, 2016

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Personnel Reports:

November 2016

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Certifications:

Recreation Coordinator # 67439: 1 Year

Motion to Establish Above Eligible List: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Pending Examinations:

1. Fire Chief – Open and Promotional exams scheduled for Jan. 7, 2017
2. Promotional Deputy Police Chief Exam scheduled for March 18, 2017

New Business:

1. Motion to schedule open exam for Police Chief on March 18, 2017: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

2. The Commission received and reviewed a request from City Manager for information regarding classification of all titles currently used by the City, and the status of all current eligible lists including establishment dates and duration. After discussion the Commission directed that a response to the request shall provide the information on title classification only. All requests for information regarding status of individual eligible lists will be addressed as needed.
3. The Commission was advised that the Administrator completed the required 4hr. PESH training on Dec, 22, 2016.

Old Business:

1. Order in Judgement- Article 78 Proceeding: No Update.

Communication:

1. The Commission received and reviewed several office related correspondence.

Executive Session:

Motion Made to Enter Executive Session: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Motion to Exit Executive Session: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Motion Made to Adjourn: John Powell

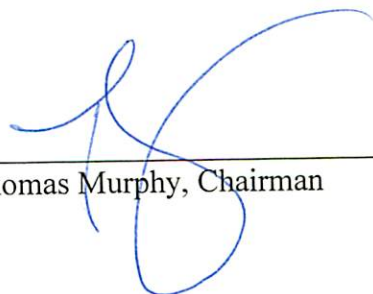
Motion Second: Vera Best

Motion Carried: Unanimous

Meeting Adjourned 1:50 p.m.

Respectfully Submitted


Michelle M. Mills, Administrator


Thomas Murphy, Chairman