

**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION  
REGULAR MEETING  
474 BROADWAY, 3<sup>RD</sup> FLOOR  
MONDAY AUGUST 31<sup>ST</sup> 2020 11:30AM  
MINUTES**

PRESENT: MARK CACOZZA, CHAIRPERSON  
NURIT SONNENSCHIN, COMMISSIONER (Remotely via Zoom)

CHAIRPERSON CACOZZA CALLED THE MEETING TO ORDER AT 11:34AM. Due to circumstances, the public comment section was unable to be entertained. Public comments will be accepted via email for future meetings while social distancing is required. No public comments were received.

**CITY CENTER**

Chairperson Cacoza made a motion to abolish the following Competitive Class Position at the request of the City Center. Seconded by Commissioner Sonnenschein. Motion carries unanimously

Keyboard Specialist (1) Effective 08/22/20  
Layoff (Not Governed by Civil Service Law)  
Laborer (2) Labor Class  
Working Supervisor (1) Non Competitive Class

**DPW**

Commissioner Sonnenschein made a motion to approve the following *Provisional Class Appointment(s)*. Seconded by Chairperson Cacoza. Motion carries unanimously.

Rhonda McGourty DPW Dispatch Supervisor Effective 08/09/20

Commissioner Sonnenschein made a motion to approve the following *Proposed Job Specification Revisions* to the Water Meter Service Worker as modified. Seconded by Chairperson Cacoza. Motion carries unanimously.

**FINANCE**

Chairperson Cacoza made a motion to approve the following *Proposed Job Specification Revisions* to the Communications Clerk as modified. Seconded by Commissioner Sonnenschein. Motion carries unanimously.

Chairperson Cacoza made a motion to approve the following *Proposed Job Specification Revisions* to the Information Technology Systems Manager Job Specification as presented. Seconded by Commissioner Sonnenschein. Motion carries unanimously.

**PUBLIC SAFETY**

Chairperson Cacoza made a motion to abolish the following Competitive Class Position at the request of the department. Seconded by Commissioner Sonnenschein. Motion carries unanimously.

Communications Manager Effective 08/31/20

**CIVIL SERVICE**

Vacancy Announcements

Water Meter Service Worker (Provisional)

Establish Eligible Lists

Assistant Fire Chief #74-212

Battalion Fire Chief #72-518

Permanent Appointment from Established Eligible Lists

Cullen Swider – Firefighter – Effective 08/31/20

As an update to the many postponed exams from March, April, May and June, the Civil Service Coordinator is waiting for NYS Civil Service to provide an approved plan to reschedule those exams.

Chairperson Cacoza made a motion to close the August meeting at 12:24pm. Seconded by Commissioner Sonnenschein. Motion carries and meeting was closed.