

Ogdensburg Municipal Civil Service Commission
September 21, 2016
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Chairman McDonough called the meeting of the Ogdensburg Municipal Civil Service Commission to order and asked the secretary to call the roll:

Present: Chairman McDonough, Commissioners Frary and Pirie

Guests: None

APPROVAL OF PREVIOUS MINUTES

1. Commissioner Frary moved to approve the August 17, 2016 regular meeting minutes and Commissioner Pirie seconded the motion.

The vote was:

CARRIED, AYES ALL

ITEMS FOR REVIEW

1. The Commission reviewed a request from the Fire Chief to call for Fire Chief Open Competitive and Fire Chief Promotional exam.

The Commission discussed the Fire Chief – OC exam and the minimum qualifications, which allow volunteer experience. It was noted that in 2003 this Commission adopted a policy to allow volunteer experience to be credited toward meeting the required minimum qualifications for an exam as recommended by New York State Civil Service. The policy reads: “Volunteer experience in emergency services, such as emergency medical services, firefighting and emergency preparedness shall be defined as actual time spent in emergency services training, attending official department functions, or in responding to emergency situations as a member of an emergency services department. Time spent in fund-raising, parades, or social or sporting events will not be credited. The time claimed must be verified by the submission of copies of official department documents. A letter from the department chief/director without substantiation by official department documents is insufficient.” The Commission also noted that the Fire Chief exam has demonstrated recruitment difficulties in the past. The Commission instructed the secretary of the Commission to extend residency for this exam to legal residents of New York State for 30 days prior to the date of exam.

Commissioner Frary moved to call for a Fire Chief (Prom) exam and a Fire Chief (OC) exam, and Commissioner Pirie seconded the motion. The vote was:

CARRIED, AYES ALL

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2. The Commission reviewed a request from the Police Chief to call for a Police Dispatcher exam. Commissioner Pirie moved to call for a Police Dispatcher exam, and Commissioner Frary seconded the motion. The vote was:

CARRIED, AYES ALL

3. The Commission reviewed a request from City Comptroller Tim Johnson to call for an Account Clerk (OC) and Account Clerk (Prom) exam. It was noted that the current Account Clerk eligible list was established for four years and will expire 1-24-2017.

Commissioner Frary moved to call for an Account Clerk (OC) and Account Clerk (Prom) exam, and Commissioner Pirie seconded the motion. The vote was:

CARRIED, AYES ALL

On a motion duly made and seconded, the meeting was adjourned.