



STATE OF NEW JERSEY
CIVIL SERVICE COMMISSION

Chris Christie
Governor
Kim Guadagno
Lt. Governor

Robert M. Czech
Chair/Chief Executive Officer

**SUPPLEMENTAL AGENDA OF REGULAR MEETING OF
THE CIVIL SERVICE COMMISSION
MARCH 13, 2014**

Robert M. Czech, Chairperson
Robert E. Brenner
Thomas J. Perna
Richard E. Williams

B-51 CHANGE IN CLASSIFICATION PLAN – CREATION OF VARIANT TITLE

The Division of Classification and Personnel Management requests the creation of the variant title Business Representative 2, Veterans Services.

**MEMORANDUM**

DATE: February 28, 2014
 TO: Civil Service Commission
 FROM: Kenneth Connolly, Director
 Classification and Personnel Management
 SUBJECT: Change in the State Classification Plan

STATE GOVERNMENT TITLES

The Division of Classification and Personnel Management requests the creation of the variant title Business Representative 2, Veterans' Services.

The new variant title will replace the current title Senior Interviewer, Veterans' Services, which will be inactivated subsequent to the lateral transfer of incumbents to the new Business Representative variant.

The request originates from the Department of Labor and Workforce Development. The new variant title is intended to address the employment needs of job-seeking military veterans.

The effective date of these actions will be the first pay period that follows the Commission's approval.

TITLE CREATION

Business Representative 2, Veterans' Services
 P21-55398_ Competitive L 3512

TITLE INACTIVATION

Senior Interviewer, Veterans' Services
 P21-64752C Competitive L 3512

KC/JT/GS

ACTION:

B-52 CHANGE IN CLASSIFICATION PLAN – COMMON TITLE

The Division of Classification and Personnel Management requests that the Youth Aide title be reallocated from common use to use by local government only.

**MEMORANDUM**

DATE: March 3, 2014
TO: The Civil Service Commission
FROM: Kenneth Connolly, Director
Division of Classification & Personnel Management
SUBJECT: Change in the State Classification Plan

REALLOCATION OF TITLE FROM COMMON TO LOCAL

The Division of Classification and Personnel Management requests the title of Youth Aide (04332) be reallocated from common use by local government and New Jersey Judiciary to use by local government only.

The title was initially a local government title made common in 1994 at the time of the AOC conversion to accommodate the State take-over of local courts. A new set of broad-banded titles have since been developed for the Judiciary, and they no longer use this title.

Judiciary and the appropriate negotiations representatives were notified of these plans, and had no objections.

The changes will become effective at the beginning of the first pay period following Commission approval of these actions.

FROM:
Youth Aide
6 98-04332 Common 35/12

TO:
Youth Aide
04332 (L)

KC/JT/BP/DC

ACTION:

B-53 CHANGE IN CLASSIFICATION PLAN – TITLE REACTIVATION

The Division of Classification and Personnel Management requests that the unclassified Legislative Counsel, OLS title be reactivated.



MEMORANDUM

DATE: February 21, 2014
TO: Civil Service Commission
FROM: Kenneth Connolly, Director 
Division of Classification and Personnel Management
SUBJECT: Change in the Classification Plan

Legislature

The Office of Legislative Services (OLS) requests the reactivation of an unclassified title.

In accordance with *N.J.S.A. 11A:3-4(c)*, employees in the Legislative branch of State government shall be in the unclassified service.

The use of this title will be restricted to the OLS.

REACTIVATE TITLE EFFECTIVE FEBRUARY 8, 2014

Legislative Counsel, OLS (NL) X98-90410

Attachment
KC/JT/BP/LR

ACTION:

B-54 CHANGE IN CLASSIFICATION PLAN – TITLE REACTIVATION

The Division of Classification and Personnel Management requests reactivation of the Regional Maintenance Supervisor, Transportation title.



MEMORANDUM

DATE: February 18, 2014
TO: Civil Service Commission
FROM: Kenneth Connolly, Director
Classification and Personnel Management *Kenneth Connolly*
SUBJECT: Change in the State Classification Plan

STATE GOVERNMENT TITLES

The Department of Transportation (DOT) requests the reactivation of Regional Maintenance Supervisor, Transportation (42346). The title was inactivated in 2004 as part of a mass inactivation of unencumbered titles. Over the years, DOT noticed the positions which absorbed the duties previously performed by the Regional Maintenance Supervisor title had become overburdened. DOT has requested this reactivation with plans for immediate use of the title.

The effective date of these actions will be the first pay period that follows the Commission's approval of the action.

TITLE REACTIVATION

Regional Maintenance Supervisor, Transportation
S24-42346 Competitive O 4E12

KC/JT/GS

ACTION:

B-55 REALLOCATION OF LOCAL BILINGUAL AND DUAL TITLES FROM THE COMPETITIVE TO THE NON-COMPETITIVE DIVISION OF THE CAREER SERVICE

The Division of Classification and Personnel Management recommends reallocation of various Local bilingual and dual titles to the non-competitive division of the career service in accordance with N.J.A.C. 4A:3-1.2.

ACTION:**B-56 TAHISHA COLLINS**

The appeals of Tahisha Collins, a Senior Correction Officer, Juvenile Justice, with the Juvenile Justice Commission, of her 90 working day suspension and removal effective April 26, 2013, on charges, were heard by Administrative Law Judge Susan M. Scarola (ALJ), who rendered her initial decision on December 18, 2013. At its meeting on February 26, 2014, the Civil Service Commission adopted the ALJ's recommendations to uphold the 90 working day suspension and reverse the removal. The proposed decision is now submitted for the Commission's review.

ACTION:**B-57 JAMES KIELWASSER**

The appeals of James Kielwasser, an Animal Control Officer with the Township of Union, of his removals, effective May 5, 2011 and October 20, 2011, on charges, were heard by Administrative Law Judge Imre Karaszegi (ALJ), who rendered his initial decision on December 16, 2013. At its meeting on February 26, 2014, the Civil Service Commission adopted the ALJ's recommendation to reverse the appellant's May 5, 2011 removal, but it did not adopt the recommendation to reverse the October 20, 2011 removal. Rather, the Commission modified the penalty to a 15 working day suspension. The proposed decision is now submitted for the Commission's review.

ACTION: