

**TROY CIVIL SERVICE COMMISSION**

**Meeting Agenda**

**Tuesday, July 18, 2023**

**9:30 A.M.**

**Troy City Hall**

**433 River Street, Suite 5001**

**Troy, NY 12180**

Table 1  
8/15/23

Commissioner Sullivan called the meeting to order at 9:31 A.M.

**Present:** Chairperson, Mike Sullivan; Commissioner Ellen Fogarty, Executive Secretary, Heather Muller.

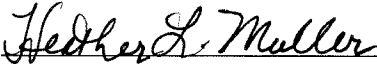
**Absent:** Commissioner William Barhold ✓


1. Consider the minutes of the June 13, 2023, special meeting. A motion was by Commissioner Sullivan to table the minutes of the June 13, 2023, meeting, seconded by Commissioner Fogarty all voted in favor: 2-0; 1 absent.
2. Review the open competitive exam announcement for Account Clerk, Exam #2301. A motion was made by Commissioner Fogarty to approve the open competitive exam announcement for Account Clerk, Exam #2301, seconded by Commissioner Sullivan all voted in favor: 2-0; 1 absent.
3. Amend the open competitive eligible list for Director of Facilities I, EL# NYS CS #26-896, to add an alternate test date candidate to the list. A motion was made by Commissioner Fogarty to add an alternate test date candidate to the list for four (4) years for Director of Facilities I, NYS CS Exam # 26-896, seconded by Commissioner Sullivan all voted in favor: 2-0; 1 absent.
4. Amend the open competitive eligible list for Director of Facilities II, EL# NYS CS # 26-897, to add an alternate test date candidate to the list. A motion was made by Commissioner Fogarty to add an alternate test date candidate to the list for four (4) years for Director of Facilities II, NYS CS Exam # 26-897, seconded by Commissioner Sullivan all voted in favor: 2-0; 1 absent.
5. Amend the open competitive eligible list for Director of Facilities III, EL# NYS CS #25-911, to add an alternate test date candidate to the list. . A motion was made by Commissioner Fogarty to add an alternate test date candidate to the list for four (4) years for Director of Facilities III, NYS CS Exam # 26-911, seconded by Commissioner Sullivan all voted in favor: 2-0; 1 absent.
6. Consider an MSD-222 to establish one (1) new position in the Finance Unit, requested by the City of Troy Appointing Authority to be titled Payroll Supervisor. Following review, a motion was made by Commissioner Fogarty to approve establishing one (1) position to be classified Payroll Supervisor for the City of Troy Appointing Authority, seconded by Commissioner Sullivan all voted in favor: 2-0; 1 absent.
7. Review and approve a job specification for Payroll Supervisor. A motion was made by Commissioner Fogarty to approve the job specifications for Payroll Supervisor, seconded by Commissioner Sullivan all voted in favor: 2-0; 1 absent.

A motion was made by Commissioner Sullivan to adjourn the meeting at 9:35 A.M., seconded by Commissioner Fogarty all voted in favor: 2-0; 1 absent.

The next regular meeting is tentatively scheduled for Tuesday, August 15, 2023, at 9:30 A.M.

Respectfully submitted,

  
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Heather Muller, Executive Secretary

  
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Mike Sullivan, Commissioner

  
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Ellen Fogarty, Commissioner

Absent  
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William Barhold, Commissioner