



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter of Michelle Pierce-
Young, Municipal Court
Administrator (PM0527S), Ocean
City

Examination Appeal

CSC Docket No. 2015-168

DEC 08 2014

ISSUED: (WR)

Michelle Pierce-Young appeals the determination of the Division of Selection Services (Selection Services) which found that she did not possess one year of continuous permanent service as a Deputy Municipal Court Administrator by the closing date for the promotional examination for Municipal Court Administrator (PM0527S), Ocean City.

The subject examination was open to employees who possessed one year of continuous permanent service as a Deputy Municipal Court Administrator by the April 21, 2014 closing date. Agency records indicate that an eligible list containing the name of one individual promulgated on July 10, 2014 and expires on July 9, 2017. A certification was issued July 15, 2014, from which the one eligible was appointed on June 4, 2014.

On her application, the appellant indicated, in relevant part, that she had served as a Deputy Municipal Court Administrator from September 2005 through the closing date. Agency records indicated that she was permanently appointed to that title effective September 27, 2013. Agency records also reveal that she served in that title provisionally from May 15, 2005 to September 27, 2013. Accordingly, Selection Services determined that the appellant did not possess one year of continuous permanent service as a Deputy Municipal Court Administrator by the closing date and was, therefore ineligible for the subject examination.

On appeal, the appellant contends, in relevant part, that she has served as a Deputy Municipal Court Administrator from May 15, 2005 to the present. However, she asserts that her appointment was not properly recorded into the

County and Municipal Personnel System (CAMPS). The appellant states that the error regarding her appointment date was first noticed in February 2013 and was corrected by her permanent appointment to Deputy Municipal Court Administrator, effective September 27, 2013. In support of her appeal, the appellant submits email correspondence between the appointing authority and this agency regarding the correction of her CAMPS file; various forms relating to her provisional appointment to Deputy Municipal Court Administrator, effective May 15, 2005; a copy of her CAMPS file, and her Certified Municipal Court Administrator certificate.

It is noted that the appointing authority supports the appellant's appeal. In its letter of support, the appointing authority requests that the date of the appellant's permanent appointment to Deputy Municipal Court Administrator be corrected to May 27, 2005, or in the alternative, that the requirement that she serve one year of continuous permanent service as a Deputy Municipal Court Administrator by the April 21, 2014 closing date be relaxed.

Agency records indicate that the appellant was admitted to the Deputy Municipal Court Administrator (PM1342R), Ocean City examination, which had a closing date of May 21, 2013. Agency records do not indicate that the appellant had previously been admitted to an examination for that title.

CONCLUSION

N.J.A.C. 4A:4-2.6(a) provides that applicants shall meet all requirements specified in the promotional announcement by the closing date. *N.J.A.C.* 4A:1-1.2(c) provides that a rule may be relaxed for good cause in a particular circumstance in order to effectuate the purposes of Title 11A, New Jersey Statutes.

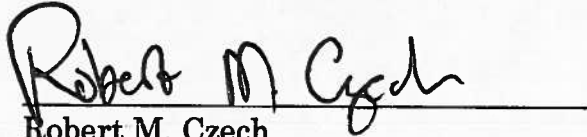
As of the April 21, 2014 closing date, Selection Services determined that the appellant did not possess the required one year of continuous permanent service as a Deputy Municipal Court Administrator. While the appointing authority requests that the date of the appellant's permanent appointment to Deputy Municipal Court Administrator be corrected to May 27, 2005, the record reflects that the first time the appellant was found eligible for a Deputy Municipal Court Administrator examination was in 2013. Therefore, the appellant's effective date of permanent appointment to the title of Deputy Municipal Court Administrator cannot be changed to May 27, 2005. Nevertheless, the record indicates that the eligible list for the subject examination has been exhausted since the only eligible has been appointed. Additionally, the record reveals that the appellant has served in the subject title permanently since September 27, 2013 and, as of the date of this decision, continues to serve permanently in that title. As such, good cause exists to accept the appellant's permanent service gained after the closing date, for eligibility purposes only, and to admit her to the subject examination.

ORDER

Therefore, it is ordered that this appeal be granted and the appellant's application be processed, for prospective employment opportunities only.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

**DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION
THE 3rd DAY OF DECEMBER, 2014**



Robert M. Czech
Chairperson
Civil Service Commission

**Inquiries
and
Correspondence**

Henry Maurer
Director
Division of Appeals
and Regulatory Affairs
Written Record Appeals Unit
Civil Service Commission
P.O. Box 312
Trenton, NJ 08625-0312

**c: Michelle Pierce-Young
Michael A. Dattilo
Kelly Glenn
Joseph Gambino**

1978

The first part of the report is a general introduction to the project. It describes the objectives of the study and the methods used to collect and analyze the data.

The second part of the report is a detailed description of the data. It includes a table of the data and a discussion of the characteristics of the data.

The third part of the report is a discussion of the results. It compares the results of the study with the objectives of the study and discusses the implications of the results.

The fourth part of the report is a conclusion. It summarizes the findings of the study and provides recommendations for future research.

The fifth part of the report is a list of references. It includes a list of the books, articles, and other sources used in the study.

The sixth part of the report is an appendix. It includes a list of the data and a discussion of the characteristics of the data.

The seventh part of the report is a list of figures. It includes a list of the figures and a discussion of the characteristics of the figures.

The eighth part of the report is a list of tables. It includes a list of the tables and a discussion of the characteristics of the tables.

The ninth part of the report is a list of abbreviations. It includes a list of the abbreviations and a discussion of the characteristics of the abbreviations.

The tenth part of the report is a list of symbols. It includes a list of the symbols and a discussion of the characteristics of the symbols.

The eleventh part of the report is a list of acronyms. It includes a list of the acronyms and a discussion of the characteristics of the acronyms.

The twelfth part of the report is a list of footnotes. It includes a list of the footnotes and a discussion of the characteristics of the footnotes.

The thirteenth part of the report is a list of appendices. It includes a list of the appendices and a discussion of the characteristics of the appendices.

The fourteenth part of the report is a list of references. It includes a list of the references and a discussion of the characteristics of the references.