



STATE OF NEW JERSEY

**FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION**

In the Matter of Gregory Horne,
Supervising Medical Security Officer
(PS5107H), Ann Klein Forensic
Hospital

Eligibility Appeal

CSC Docket No. 2024-2555

ISSUED: April 30, 2025 (KMG)

Gregory Horne appeals the determination of the Division of Agency Services (Agency Services) which found that he was not eligible for the promotional examination for Supervising Medical Security Officer (PS5107H), Ann Klein Forensic Hospital.

By way of background, the subject examination was announced with a closing date of March 21, 2024, and was open, in relevant part, to applicants who possessed three years of experience in work involving the treatment, care and custody of patients or residents requiring medical security, one year of which shall have been in a supervisory capacity. Nineteen of the 42 applicants were admitted to the examination which was held on January 16, 2025.

Upon review of the appellant's application, Agency Services found that the appellant possessed three years of experience in work involving the treatment, care and custody of patients or residents requiring medical security as a Senior Medical Security Officer. However, it did not credit him with any applicable supervisory experience. In this regard, the appellant indicated on his application that he served as a Unit Supervisor for the Juvenile Justice Commission¹ from July 2002 to August 2009; a Program Manager for the Matthew Chester Transitional Living Program

¹ Now the Youth Justice Commission.

from July 2000 to August 2002; and as a Senior Youth Worker for the Mercer County Youth Detention Center from September 1995 to July 2000.

On appeal to the Civil Service Commission (Commission), the appellant asserts that he possesses approximately 28 years of relevant general and supervisory experience as a Senior Medical Security Officer at Ann Klein Forensic Hospital,² Unit Supervisor and Training Coordinator at the Juvenile Justice Commission, Residential Manager at the Matthew Chester Transitional Living Program, and Senior Youth Worker at the Mercer County Youth Detention Center. The appellant asserts that, as a Senior Youth Worker, he supervised staff and managed the treatment and care of residents. He notes that his responsibilities included staff scheduling, training, payroll management and resident care. The appellant further claims that while employed as a Unit Supervisor and Training Coordinator, he was responsible for supervising, training, and scheduling staff, as well as overseeing the treatment and care of residents, which included training staff to count and distribute psychotropic medication to patients. Additionally, the appellant claims that, while serving as a Residential Manager, he was responsible for the scheduling, training, and payroll of staff, as well as addressing the treatment, care, counseling, educational, and developmental needs of residents. Lastly, the appellant highlights his 20 years of experience as a Senior Medical Security Officer at Ann Klein Forensic Center, where he was accountable for the direct treatment, care and safety of all residents.

CONCLUSION

N.J.A.C. 4A:4-2.6(a) requires applicants to possess all the requirements specified in an announcement for a promotional examination by the closing date. *N.J.A.C.* 4A:4-2.6(a)2 provides, in pertinent part that, applicants shall meet all requirements specified in the promotional announcement by the closing date *N.J.A.C.* 4A:4-6.3(b) provides that the appellant has the burden of proof in examination appeals.

Initially, it is noted that Agency Services correctly determined that none of the appellant's indicated supervisory experience was applicable as it did not have as its primary focus, supervision in work involving the treatment, care and custody of patients or residents requiring medical security. In this regard, none of the supervisory experience the appellant listed on his application, nor the information he submitted on appeal, was focused on the treatment, care and custody of patients or residents requiring medical security. *See In the Matter of Karen Conti* (CSC, decided April 19, 2017) (Commission noted that an experience requirement in an announcement that lists a number of duties which define the primary experience,

² Agency records reveal that the appellant received a regular appointment to the title of Senior Medical Security Officer, effective May 7, 2011.

requires that the applicants demonstrate that they primarily performed all those duties for the required length of time. Performance of only one or some of the duties listed is not indicative of comprehensive experience). Accordingly, the record reflects that the appellant did not meet the requirements for the title under test, and there is no basis to disturb the determination of Agency Services.

ORDER

Therefore, it is ordered that this appeal be denied.

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 ON
THE 30TH DAY OF APRIL, 2025



Allison Chris Myers
Chairperson
Civil Service Commission

Inquiries
and
Correspondence

Nicholas Angiulo
Director
Division of Appeals
& Regulatory Affairs
Civil Service Commission
Written Record Appeals Unit
P.O. Box 312
Trenton, New Jersey 08625-0312

c: Gregory Horne
Cheryl Manson
Division of Agency Services
Records Center