



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  
OCTOBER 22, 2014**

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

**SECTION B – MISCELLANEOUS MATTERS**

**B-58 CHANGE IN CLASSIFICATION PLAN – TITLE INACTIVATION**

The Division of Classification and Personnel Management requests the inactivation of the Social Worker Drug Abuse title.



**MEMORANDUM**

DATE: October 7, 2014  
TO: Civil Service Commission  
FROM: Kenneth Connolly, Director  
Division of Classification and Personnel Management *man july*  
SUBJECT: Change in State Classification Plan

**TITLE INACTIVATIONS**

The title local title of Social Worker Drug Abuse (03737) is currently is unencumbered. Its function is duplicative of the active, encumbered title of Social Worker, Substance Abuse (03738). Therefore, it can be inactivated and the latter title used to classify positions for this function.

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

**TITLE TO BE INACTIVATED**

Social Worker Drug Abuse  
LG-03737 C L

**ACTION:**

**B-59 CYNTHIA MASON - CSC DOCKET NO. 2014-1762**

Cynthia Mason appeals the decision of the Division of Classification and Personnel Management, which found that her position with the Department of the Treasury is properly classified as an Intermittent Clerk Treasury. The appellant seeks a Senior Clerk job classification.

**ACTION:****B-60 STEVEN SAGNIP - CSC DOCKET NO. 2014-2013**

Steven Sagnip appeals the decision of the Division of Classification and Personnel Management that the proper classification of his position with the Department of the Treasury is Management Improvement Specialist 2. The appellant seeks an Administrative Analyst 1 job classification.

**ACTION:****B-61 KEVIN ENRIGHT - CSC DOCKET NO. 2014-508**

The appeal of Kevin Enright, a Laborer 1, with Hazlet Township, of his removal effective August 7, 2013, on charges, was heard by Administrative Law Judge Patricia M. Kerins, (ALJ), who rendered her initial decision on July 28, 2014. At its meeting on October 1, 2014, the Civil Service Commission did not adopt the ALJ's recommendation to modify the removal to a three month suspension. Rather, the Commission modified the removal to a six month suspension. The proposed decision is now submitted for the Commission's review.

**ACTION:****B-62 JOAN CAMPBELL-DOUGLAS AND MONETTA SMITH –  
CSC DOCKET NOS. 2015-453 AND 2015-436**

Joan Campbell-Douglas and Monetta Smith appeal the determinations of the Division of Selection Services which found that they were below the minimum requirements in experience for the open-competitive examination for Administrative Secretary (M0233S), Paterson.

**ACTION:**

**B-63 WILLIAM LANG – CSC DOCKET NO. 2015-438**

William Lang appeals the determination of the Division of Selection Services that, per the substitution clause for education, he was below the minimum requirements in experience for the promotional examination for Director of Welfare (PC0348S), Gloucester County.

**ACTION:**

**B-64 PROPOSED AMENDMENT: N.J.A.C. 4A:3-3.2A**

Submitted for the Commission's approval is a Notice of Adoption of an amendment to N.J.A.C. 4A:3-3.2A, Job banding: State service, in response to Senate Concurrent Resolution 116. This amendment would require State appointing authorities to have their advancement appointment selection process approved by the Chair/CEO or designee of the Civil Service Commission, and that the process would include ranking, the consideration of veterans preference, where applicable, and the obligation by the appointing authority to document the process. Two comments were received that were similar to comments received during the original job banding proposal period in 2013 in opposition to the job banding program.

**ACTION:**