

**MINUTES OF THE REGULAR MEETING OF THE
CITY OF BROOKLYN CIVIL SERVICE COMMISSION
WEDNESDAY, MAY 24, 2017 5:00**

Meeting called to order at 5:05 p.m.

MEMBERS PRESENT: Chairman Joe Magrey and Commissioner Larry Hull.

MEMBERS ABSENT: Commissioner Michelle Rivera.

MOTION by Chairman Magrey, second by Commissioner Hull to approve the minutes of the regular meeting held Wednesday, March 22, 2017 at 5 pm.

VOTE RESULTED: Yeas – Magrey, Hull. Nays – None.

Acting Secretary Haig informed the Commission that she is currently working on the 2016 State Personnel Board of Review annual report and will have for signing at next meeting.

Acting Secretary Haig informed the Commission regarding the position of Secretary to High School Guidance. Ms. Sandra Neale contact Acting Secretary Haig to inform her that Mrs. Tracey Lally resigned from the position of Secretary to High School Guidance on March 31, 2017 and the position is currently being subbed out. Dr. Mark Gleichauf, Superintendent will be in contact regarding this vacant Civil Service position.

Mr. Shebesta has been working on position descriptions and a sample class plan for the Commissions review. A draft of his progress should be available for the next Civil Service Meeting.

There being no other business to come before the Commission, **MOTION** by Chairman Magrey, second by Commissioner Hull to adjourn.

VOTE RESULTED: Yeas – Magrey and Hull. Nays – None.

Meeting adjourned.