

**MINUTES OF THE SPECIAL MEETING OF THE
CITY OF BROOKLYN CIVIL SERVICE COMMISSION
TUESDAY, APRIL 23, 2019 4:00 P.M.**

Meeting called to order at 4:06 p.m.

MEMBERS PRESENT: Chairman Joe Magrey, Commissioner Michele Rivera and Commissioner John Patta.

MEMBERS ABSENT: None.

OTHERS PRESENT: Human Resources Consultant, Kevin Shebesta.

Human Resources Consultant, Kevin Shebesta confirmed that the notice for the position of Laborer provided to the Commission was what appeared on Cleveland.com and is valid. Commissioner Patta expressed that in the future, the Commission will need to have an exact copy of the notice appearing on Cleveland.com. Commissioner Patta also questioned if it would be possible to disable the button on Cleveland.com to not allow submissions or completion directly on Cleveland.com. Consultant Shebesta was not sure if this was possible but would inquire in the future. Commissioner Patta also questioned if an email submission would be acceptable. Consultant Shebesta replied that an emailed submission would be acceptable. Commissioner Rivera inquired if Cleveland.com sends anything to the City listing all of the applicants it received. Kevin Shebesta said no list is provided. Commissioner Rivera also expressed that if it is not possible to disable the Cleveland.com button to put a bold note on the notice to not apply through Cleveland.com, that all applications must be submitted directly to the City of Brooklyn. After discussion, **MOTION** by Chairman Magrey, second by Commissioner Patta to exclude the one unsigned application and the 14 applicants that did not provide a City application.

VOTE RESULTED: Yeas – Magrey, Rivera and Patta. Nays – None.

MOTION by Chairman Magrey, second by Commissioner Rivera to allow Acting Secretary Haig to provide letters to the applicants whose applications for the position are being rejected and provide the reason for such.

VOTE RESULTED: Yeas – Magrey, Rivera and Patta. Nays – None.

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

VOTE RESULTED: Yeas – Magrey, Rivera and Patta. Nays – None.

Meeting adjourned at 4:32 p.m.