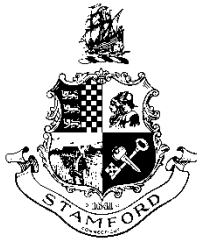


**Mayor
CAROLINE SIMMONS**



**THOMAS M. CASSONE
DIRECTOR OF LEGAL AFFAIRS
&
CORPORATION COUNSEL**

PERSONNEL COMMISSION

MARC TEICHMAN, CHAIR
STUART ADELBERG
LYNN ARNOW
ELIZABETH MAIN
JACLYN WILLIAMS

**DR. PAULA A. RUSSELL NISBETT
DIRECTOR OF HUMAN RESOURCES**

**CITY OF STAMFORD
OFFICE OF LEGAL AFFAIRS
HUMAN RESOURCES DIVISION
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152
Tel. (203) 977-4070
Fax: (203) 977-4075**

A Regular Meeting of the Personnel Commission is scheduled for:

Thursday, June 27, 2024, at 5:00 p.m.

The meeting can be accessed by computer, tablet or smartphone via the link below:

Join Zoom Meeting

<https://us02web.zoom.us/j/88046186447>

Meeting ID: 880 4618 6447

One Tap Mobile

+1 646 558 8656 US (New York)

Meeting ID: 880 4618 6447

OR

Find your local number: <https://us02web.zoom.us/j/kcmwQ2SDBU>

AGENDA:

1. Approval of the Minutes:

a. April 25, 2024, Meeting

2. Administration: Request to create the classification of ERP Coordinator.

3. Operations: Request to create the classification of

- a. Operations Foreman – Parks Maintenance
- b. Operations Foreman – Recycling and Sanitation.
- c. Operations Foreman – Road Maintenance.

4. Facilities and Sustainability: Request to create the classification of Security Coordinator.

5. Land Use Bureau: Request to reclassify GIS Coordinator to GIS Manager.

6. Board of Education:

- a. Request to create the classification of Account Clerk – BOE.
- b. Request to create the classification of Assistant to Deputy Superintendent of Schools.
- c. Request to create the classification of Assistant to the Principal (High School).
- d. Request to create the classification of Assistant to the Superintendent of Schools.
- e. Request to create the classification of Executive Secretary- Board of Education.
- f. Request to create the classification of Office Support Specialist – Board of Education.
- g. Request to create the classification of Student Services Specialist.

7. Notations:

- a. Emergency Communications: Retitle and Reallocate Administrative Coordinator – EMD Quality Assurance to EMD Quality Assurance Specialist (EMD – QA).
- b. Zoning: Director of Land Use Administration (Zoning Enforcement) Retitled and Reallocated to Zoning Enforcement Officer.
- c. Land Use: Retitle Office Supervisor – Data Analyst to Office Supervisor Land Use.

Copies to:

City & Town Clerk's Office
Mayor Caroline Simmons
Personnel Commission
Union Presidents
Thomas Cassone, Director of Legal Affairs & Corporation Counsel
Paula Russell, Director, Human Resources
Carmen Hughes, Diversity, Equity and Inclusion Officer
Benjamin Barnes, Director of Administration