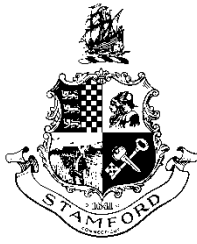


Mayor  
CAROLINE SIMMONS



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  
PERSONNEL COMMISSION**

888 WASHINGTON BOULEVARD  
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**ACTION REPORT- PERSONNEL COMMISSION - JUNE 27, 2024**

The Personnel Commission held its regular meeting on Thursday, June 27, 2024, at **5:00 p.m.** via Zoom.

**NEW BUSINESS:**

**1. Approval of the Minutes:**

*Approval of April 25, 2024, Minutes. **Approved Unanimously.***

**2. Administration:**

*Request to create the classification of ERP Coordinator. **Approved Unanimously.***

**3. Operations:** *Request to create the classification of*

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

**4. Facilities and Sustainability:**

*Request to create the classification of Security Coordinator. **Approved Unanimously.***

**5. Land Use Bureau:**

*Request to reclassify GIS Coordinator to GIS Manager. **Tabled***

**6. Board of Education:**

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

**7. Notations:**

*a. Emergency Communications: Retitle and Reallocate Administrative Coordinator – EMD Quality*

*Assurance to EMD Quality Assurance Specialist (EMD – QA). **Noted***

*b. Zoning: Director of Land Use Administration (Zoning Enforcement) Retitled and Reallocated to Zoning*

*Enforcement Officer. **Noted***

*c. Land Use: Retitle Office Supervisor – Data Analyst to Office Supervisor Land Use. **Noted***

**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