

## RENNSELAER COUNTY CIVIL SERVICE COMMISSION

### MEETING AGENDA

Date: May 30, 2023  
Time: 2:00 PM  
Location: Third Floor Conference Room, Rensselaer County Government Center, 1600 Seventh Avenue, Troy, NY  
Notice: In accordance with Public Officers Law Section 104

1. Call to order
2. Approval of March 7, 2023 Meeting Minutes
3. Consider establishing a new position tentatively titled Engineering Aide (*City of Rensselaer*);
4. Consider establishing a new position tentatively titled Police Clerk (*Town of Schodack*);
5. Consider establishing a new position tentatively titled Planning and Zoning Administrator (*Town of Schodack*);
6. Consider establishing a new position tentatively titled Public Defense Caseworker (*Rensselaer County*);
7. Consider a revision to the minimum qualifications for the position of Administrative Assistant – Budget, Finance & Tax Services (*Rensselaer County*);
8. Consider reinstating candidate on Exam No. 64-812 Clinical Records Clerk back onto the eligible list;
9. Consider reclassification of Senior Probation Officer (*Rensselaer County*);
10. Consider establishing a new position tentatively titled Assistant Comptroller (*Town of Schodack*);
11. Discussion on classifying the position tentatively titled Assistant Comptroller in the Non-Competitive Juridical Classification (*Town of Schodack*);
12. Consider establishing an additional position for Case Supervisor, Grade A (*Rensselaer County*);
13. Consider reclassification of Senior Social Welfare Examiner to HEAP Coordinator (*Rensselaer County*);
14. Consider and MSD-222A to add six (6) additional positions of Assistant Public Defender (*Rensselaer County*);
15. Consider and MSD-222A to add one (1) additional position of Secretary to Assistant Public Defenders (*Rensselaer County*);
16. Consider a revision to the job specification for Special Investigator (Confidential) (*Rensselaer County*);
17. Consider a revision to the job specification for Case Tracking Clerk III (*Rensselaer County*);

18. Consider establishing a new position tentatively titled Food Service Manager (*Berlin Central School District*);
19. Consider reclassifying the Administrative Director to County Sewer District position to Executive Director Rensselaer County Sewer District (*Rensselaer County*);
20. Consider reclassifying the Director of Operations and Maintenance position to Deputy Executive Director to Rensselaer County Sewer District (*Rensselaer County*);
21. Consider a revision to the minimum qualifications for the position of Director of Patient and Family Services (*Rensselaer County*);
22. Consider a classifying the position of Program and Policy Specialist (*Rensselaer County*);
23. Discussion on classifying the position titled Program and Policy Specialist in the Exempt Juridical Classification (*Rensselaer County*);