CIVIL SERVICE BOARD

MINUTES FROM ZOOM REGULAR MEETING

Wednesday, February 18, 2026

Board Members Present: Ann Langley, Chair

Alice Ferreira

Michelle Wigzell

Herbert Marsh

Also, present: Steve Librandi, HR Manager, Luisa Rosario, HR Generalist, and Paul Brown, IT Technician.

The meeting was called to order at 12:08 P.M. by Chair Ann Langley.

Minutes:

MOTION made by Herbert Marsh, Seconded by Michelle Wigzell, to approve January 21, 2026, Regular Meeting Minutes.

VOTE – 3 – 0 – Passed.

Alice Ferreira joined the meeting at 12:10 P.M.

General Public:

The Chair asked Paul Brown if there was anyone in the General Public present who would like to make a statement. There was none.

New Business:

Steve Librandi explained to the Board that the first E.M.S. Administrative Assistant Eligibility List was fully exhausted, and therefore, the position had to be reposted.

MOTION made by Ann Langley, Seconded by Michelle Wigzell to Approve the Eligibility List for Administrative Assistant T.E.M.S. Trumbull E.M.S. Department. Open & Competitive. 40% Oral Exam, 40% Training & Experience, 20% Computer Skills.

VOTE – 4-0 – Passed

Steve Librandi explained to the Board that the Pension Administrative Assistant position became vacant due to a recent retirement. The hiring process for this position will follow the same exam process as the other administrative positions, utilizing a training and experience examination and a computer skill test.

MOTION made by Herbert Marsh, Seconded by Michelle Wigzell to Approve the Eligibility List for Administrative Assistant Pension & Budget – Finance Department. Open & Competitive. 80% Training & Experience, 20% Computer Skills.

Vote – 4 – 0 – Passed

MOTION made by Ann Langley, Seconded by Michelle Wigzell to Approve the Request to Advertise & Recruit for Non-Competitive Entry-Level Maintainer II – Highway & Parks Department.

VOTE – 4 – 0 – Passed

Steve Librandi explained to the Board that the Custodian position has 2 vacancies. One vacancy resulting from a retirement, and another resulting from an employee leaving employment.

MOTION made by Ann Langley, Seconded by Herbert Marsh to Approve the Request to Advertise & Recruit for Custodian – Parks Maintenance Department. Open & Competitive. 100% Training & Experience.

VOTE – 4 – 0 – Passed

MOTION made by Ann Langley and Seconded by Herbert Marsh to Approve the Transfer List Requests for Rawan Shaham and Kyera Leos.

VOTE – 4-0 – Passed

The Chair asked Steve Librandi whether the transfer list has been used for hiring and whether it is effective. Steve responded to that Transfer list has been used multiple times and has proved to be very effective.

MOTION made by Ann Langley, Seconded by Alice Ferreira to adjourn at 12:19 P.M.

VOTE – 4 – 0 – Passed.

Respectfully Submitted,

Luisa Rosario