



Requests then recinds
request two
days later.

CITY OF SOMERVILLE, MASSACHUSETTS

MATTHEW J. BUCKLEY
Acting Director of Personnel

July 27, 2009

Luz Henriquez, Director
Public Safety Certifications
Human Resources Division
One Ashburton Place
Boston, MA 02108

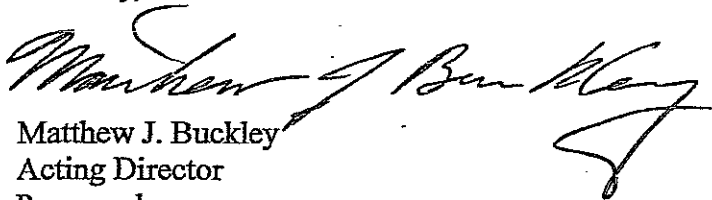
Dear Ms. Henriquez:

The City of Somerville respectfully requests an extension date for the return of Certification No. 290251 dated 05/06/09, for 9 Permanent Reserve Firefighters. In light of anticipated cuts to the fiscal budget, the City had taken no actions taken during the time this certification was issued and its closing date.

However, the City was able to pass a balanced FY10 budget without layoffs in the fire department and we would like to proceed with creating a reserve list. At least one person on the list, currently serving in the military, has been offered a position conditionally. Moreover, there are currently four involuntary retirements pending a medical review panel and 27 firefighters eligible for full retirement during FY10.

If you have any questions, please feel free to call me at 617-625-6600 x3310. Thank you in advance, for your consideration in this matter.

Sincerely,


Matthew J. Buckley
Acting Director
Personnel

Via Fax and U. S. Mail





CITY OF SOMERVILLE, MASSACHUSETTS

MATTHEW J. BUCKLEY

DIRECTOR OF PERSONNEL

July 29, 2009

Ms. Luz Henriquez
Civil Service Division
Human Resources Dept.
One Ashburton Place
Boston, MA 02108

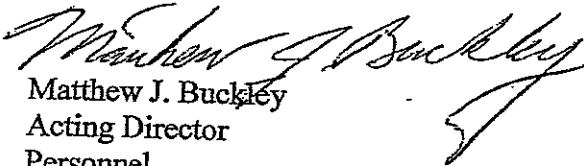
Re: Certification #290251

Dear Ms. Henriquez:

On July 27, 2009, the City of Somerville requested an extension for Certification #290251 for 9 Permanent Reserve Firefighters. At this time, the City would like to rescind its request and at this time, take no action.

If you have any questions regarding our request, please feel free to call me at 617-625-6600 x3310.

Sincerely,


Matthew J. Buckley
Acting Director
Personnel





CITY OF SOMERVILLE, MASSACHUSETTS
PERSONNEL DEPARTMENT
JOSEPH A. CURTATONE
MAYOR

JESSIE C. BAKER
DIRECTOR OF PERSONNEL

August 21, 2009

Ms. Luz Henriquez
Civil Service Division
Human Resources Dept.
One Ashburton Place
Boston, MA 02108

Re: Certification #290251

Dear Ms. Henriquez:

As a follow up to our letter to you dated July 29, 2009, I am enclosing the original certification with signatures. Also enclosed, please find a letter from Patrick Halloran which he faxed to this office on May 18, 2009 expressing his intention to pursue employment with the City of Somerville once released from active duty in the U. S. Army.

To reiterate, at this time the City of Somerville wishes to take no action on certification #290251. If you have any further questions, please feel free to call me at 617-625-6600 x3300.

Sincerely,

Jessie C. Baker
Director of Personnel

2009 AUG 21 P 2:29
COMM OF MASS
HUMAN RESOURCES DIVISION
CIVIL SERVICE UNIT



Civil Service Requisition (Form 13)

Do not use this Form for transfer (use Form 9) or for reinstatement (use Form 10)

290657

Please complete the following information.

City/Town or State Agency: Somerville Date: August 17 2009
Department: FIRE
Division: _____
Mailing Address: City Hall Personnel Office 93 Highland Avenue
City: SOMERVILLE State: MA Zip Code: 02143 County or location of job: Middlesex
Phone: 617-625-6600 x3300 Fax: 617-666-4426 Email: jbaker@somervillema.gov

RECEIVED
JUL 06 2010

Please select (✓) an option and complete the requested information below.

To the Personnel Administrator:

I hereby certify that I have the power of appointment and that there are no employees entitled to reinstatement in this position (General Laws, Chapter 31, Section 39) and therefore call for a requisition as follows:

 I request an EXAMINATION as described on the reverse side.

83900800

XXX I request a CERTIFICATION from an existing: Open Competitive Departmental Promotional, eligible list
 Reserve List

Position Title: Fire Fighter Title Code: 0081A Level/Grade:

Salary Range: Number of Vacancies: Nine Closing Date:

Status Type (check one): **XXX** Permanent Temporary Military Substitute

Employment Type (check one): Full Time Part Time Reserve **XXX** Intermittent All

Date Employment to Begin: upon certification If temporary, employment end date:

Other Requirements:
(for example: unusual hours, driver's license, etc.)

An updated Position Description Form (Form 30) must be on file with the Human Resources Division or must be attached to this requisition.

Form 30 attached: Form 30 already on file: **XX** Date Form 30 filed:

Do you require an alternative or selective certification? If yes, please check the box that applies below.

Number of vacancies to be filled using PAR 10: Female: Minority:

Please note that PAR 10 Minority certification may not be utilized for entry level appointments in departments subject to NAACP or Castro consent decrees. PAR 10 may be requested for promotional titles.

Selective Certification: Gender: EMT: Bilingual: specify language:

For a Labor Service position: If heavy work, check box: If the position is in Class II or III, see reverse side.

Any information, certification, or proposed action on the reverse side is included in this requisition with the approval of the undersigned.

Signature of the person authorized by law to make appointments.

Joseph A. Curtatone, Mayor
Typed name, title and date

Interviewer/Contact: Name and title. Give the full address of the location where the interviews are to be held.
Jessie Baker, Director of Personnel City Hall 93 Highland Ave Somerville MA 02143

Appointing Authorities requiring certification and approval of appointees prior to a specific Recruit Training Academy date are reminded that they must allow adequate time for completion and audit of the appointments.
If slots have been reserved in a Recruit Training Academy for projected appointees from this requisition, please indicate the proposed academy date: (Informational Purposes Only) HRD
(Please complete all applicable information on reverse side)



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
ONE ASHBURTON PLACE, BOSTON, MA 02108

DEVAL L. PATRICK
Governor

TIMOTHY P. MURRAY
Lieutenant Governor

JAY GONZALEZ
Secretary

PAUL DIETL
Chief Human Resources Officer

October 27, 2010

RE: Extension of Certification No. 290651

To Whom It May Concern:

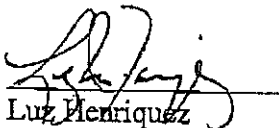
On February 11, 2010, HRD received a letter from the City of Somerville dated February 8, 2010, requesting an extension for the return of Certification No. 290651.

On February 24, 2010, I received another letter from the City, requesting an extension. On the same date I received an e-mail from Matthew Buckley asking for a response to the request for an extension. The February 8, 2010 and February 24, 2010 letters did not contain sufficient information for HRD to approve the extension. Accordingly, I e-mailed Mr. Buckley to inform him that additional individuals would need to be considered, as the eligible list had changed.

On the same date, I received a phone call from Mr. Buckley, in which he informed me that the City had already made conditional offers of employment to ten individuals and two on active military duty. I asked Mr. Buckley to send me detailed information regarding the conditional offers of employment.

On February 25, 2010, I received a letter also dated February 24, 2010, from the Appointing Authority detailing the individuals to whom conditional offers of employment had been made, and the dates these offers were made. This information was sufficient for HRD to approve an extension for the return of the certification. Accordingly, on February 25, 2010, I approved the extension request through April 1, 2010, and stamped the request to reflect this approval.

Very truly yours,


Luz Henriquez