



STATE OF NEW JERSEY

FINAL ADMINISTRATIVE ACTION
OF THE
CIVIL SERVICE COMMISSION

In the Matter Chief, Finance and
Accounts (M0257U), City of Newark

CSC Docket No. 2017-3868

Salary Disapproval

ISSUED: JUL 31 2017 (WR)

The appointing authority's failure to dispose of the certification for Chief, Finance and Accounts (M0257U), City of Newark, while a provisional employee is serving in the title, has been referred to the Civil Service Commission (Commission) for enforcement.

The Commission has reviewed the salary disapprovals issued against the salary of Charles Kairu and has made the following findings of fact:

1. Kairu is currently serving provisionally in the title of Chief, Finance and Accounts.
2. There are vacancies for the title of Chief, Finance and Accounts and an outstanding certification was issued on November 2, 2016 from the M0257U eligible list.
3. The certification has not been properly disposed of and the appointing authority was advised of the required date of disposition.
4. The Certification Manager issued a Notice of Salary Disapproval to the appointing authority and afforded it an opportunity to appeal such action to the Commission.

5. No such appeal was taken, and no proper disposition of the certification was received; the salary disapproval, therefore, became a final administrative action.
6. By not properly disposing of this certification, the appointing authority is in violation of Civil Service law and rules.

In the instant matter, the appointing authority has refused to properly dispose of the certification issued to fill a vacancy occupied by a provisional employee. The appointing authority has not contested or appealed the findings of the Certification Manager. The payment of salary for which there is a disapproval is illegal and contravenes Civil Service law and rules.

The appointing authority, despite being given the opportunity, did not submit any arguments or documentation for the Commission's review.

ORDER

The Civil Service Commission orders the appointing authority to immediately dispose of the outstanding certification by making a permanent appointment of a reachable and interested eligible.¹ Additionally, the appointing authority is ordered to immediately separate any employee serving provisionally pending promotional examination procedures in the subject title who does not receive an appointment from the outstanding certification. Such disposition must be filed with the Certification Manager on or before thirty (30) days from the issuance of this order. If no proper disposition is made within this time period, the Civil Service Commission orders the constructive appointment of the highest ranked interested eligible. See *N.J.A.C. 4A:10-2.1(a)3*; *In the Matter of Battalion Fire Chief (PM1640E)*, *Deputy Fire Chief (PM1423H)*, *Atlantic City*, Docket No. A-229-87T7 (App. Div. December 8, 1988).

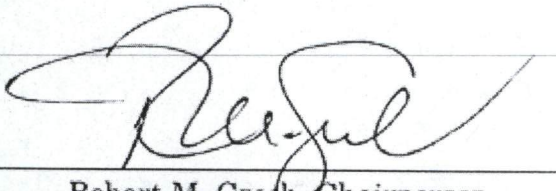
The Civil Service Commission further orders that the costs incurred in the compliance process be assessed against the appointing authority in the amount of \$1,000, pursuant to *N.J.S.A. 11A:10-3* and *N.J.A.C. 4A:10-3.2(a)5*, to be remitted within thirty (30) days of the issuance of this order. In the event the appointing authority fails to make a good faith effort to fully comply with this order within this time frame, it is additionally ordered that fines be assessed in the amount of one hundred dollars (\$100.00) per day, beginning on the thirty-first day following the issuance of this order and continuing each day of continued violation, up to a maximum of ten thousand dollars (\$10,000.00). See *N.J.S.A. 11A:10-3*; *N.J.A.C. 4A:10-2.1(a)2*; *In the Matter of Fiscal Analyst (M1351H)*, *Jersey City*, Docket No. A-4347-87T3 (App. Div. February 2, 1989). This matter will be referred to the

¹ It is noted that the first-ranked eligible, Fidelia Uzoukwu Odutola indicated her interest in the subject position in a letter to this agency dated May 22, 2017.

Office of the Attorney General for enforcement and for recovery of illegal payments and fines as assessed herein if full compliance is not effected within thirty days.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 26th DAY OF JULY, 2017



Robert M. Czedh, Chairperson
Civil Service Commission

Inquiries
and
Correspondence

Christopher Myers
Director
Division of Appeals
and Regulatory Affairs
Civil Service Commission
Written Record Appeals Unit
P.O. Box 312
Trenton, New Jersey 08625-0312

c: Charles Kairu
Fidelia Uzoukwu Odutola
Jack Kelly
Kelly Glenn
Susan Scott, DAG
Records Center
Beth Wood

Office of the Attorney General, Department of Justice, Washington, D.C. 20530
and has been approved by the Department of Justice, Office of the Inspector General.

This is the final administrative determination in this matter. No further review should be pursued through judicial review.

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ATTORNEY GENERAL'S OFFICE
ON 10/10/2017



Robert M. [unclear]
Chief of [unclear]

Department of Justice
Office of the Attorney General
Washington, D.C. 20530
P.O. Box 117
London, New York 10023

Charles [unclear]
[unclear]
[unclear]
[unclear]
[unclear]
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