


MEMORANDUM

TO: Honorable Corey Johnson
Speaker of the Council

FROM: Lisette Camilo 
Commissioner

DATE: June 30, 2020

SUBJECT: Report on Provisionals

The City Charter requires the DCAS Commissioner to report quarterly to the Mayor, the City Council, the City Civil Service Commission, and the Equal Employment Practices Commission on the number of provisionally appointed City employees (known as “provisionals”), the length of their provisional service, and the steps taken by the City to reduce their numbers and the length of their service. Attached is the quarterly report on provisional employees due on June 30, 2020 for the period ending May 31, 2020.

Since the last quarterly report, the total count of provisionals has decreased by 186 from 15,100 to 14,914. The number of provisionals without a permanent title (10,510) decreased by 181, while the number of provisionals with a permanent title (4,404) decreased by 5, resulting in a net decrease of 186. Provisionals without a permanent title (“pure” provisionals) represent 70% of the total and provisionals with a permanent title (“step-up” provisionals) represent 30% of the total.

Decreases in the number of provisional employees occurred primarily in the titles of Occupational Therapist (DOE), Car Inspector, Assistant Plan Examiner (Buildings), and Administrative Project Manager. Decreases in these and a variety of other titles occurred as a result of the use of civil service lists to replace provisionals or to convert provisionals on the lists to permanent status.

The City continues to take various actions intended to decrease the number of provisional appointees while minimizing the operational impact of their replacement by permanent employees. During this period, 7 exams were conducted, including exams for the titles of Associate Inspector (Highways and Sewers), Child Welfare Specialist, Heating Plant Technician (Housing Authority), Supervisor Electrician, and Supervising Housing Groundskeeper. Also, during this period a total of 13 exams were open for filing.

Additionally, 26 civil service lists were established, and 114 certifications were issued for 58 titles with provisionals serving.

Thank you.