


MEMORANDUM

TO: Hon. Adrienne E. Adams, Speaker, New York City Council
FROM: Dawn M. Pinnock, Commissioner 
DATE: December 29, 2023
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 for the period ending November 30, 2023, which is due on December 31, 2023.

Since the last quarterly report, the total count of Provisionals has increased by 507 from 11,170 to 11,677. The number of Provisionals without a permanent title (8,646) increased by 614, while the number of Provisionals with a permanent title (3,031) decreased by 107, resulting in a net increase of 507. Provisionals without a permanent title (“pure” Provisionals) represent 74% of the total and Provisionals with a permanent title (“step-up” Provisionals) represent 26% of the total.

The recent net increase in the provisional count has come mainly from hiring in the titles of Police Administrative Aide, Occupational Therapist, and Child Protective Specialist. Simultaneously, decreases in the number of provisional employees occurred primarily in the titles of Park Supervisor, Transit Electrical Helper, and Car Inspector. 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, 45 exams were conducted, including exams for the titles of Assistant Housing Manager, Inspector (Housing), and Police Communications Technician. Also, during this period a total of 49 exams were open for filing.

Additionally, 52 civil service lists were established, and 458 certifications were issued for 176 titles with Provisionals serving.

Thank you.