


**TO:** Honorable Adrienne E. Adams  
Speaker of the Council

**FROM:** Dawn M. Pinnock   
Commissioner

**DATE:** March 31, 2023

**SUBJECT:** Report on Provisionals

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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 March 31, 2023, for the period ending February 28, 2023.

Since the last quarterly report, the total count of provisionals has increased by 317 from 10,372 to 10,689. The number of provisionals without a permanent title (7,457) increased by 127, while the number of provisionals with a permanent title (3,232) increased by 190, resulting in a net increase of 317. 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.

The recent net increase in the provisional count has come mainly from hiring in the titles of Inspector (Housing), Assistant Resident Buildings Superintendent, and Assistant Plan Examiner (Buildings). Simultaneously, decreases in the number of provisional employees occurred primarily in the titles of Marine Engineer, Administrative Housing Development Specialist, and Physical Therapist (DOE). 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, 44 exams were conducted, including exams for the titles of Electrician, Inspector (Housing), and Child Protective Specialist. Also, during this period, a total of 44 exams were open for filing.

Additionally, 32 civil service lists were established, and 576 certifications were issued for 199 titles with provisionals serving.

Thank you.