

Mistichelli, Ryan [CSC]

From: Robb, Jennifer [CSC]
Sent: Monday, March 17, 2025 11:17 AM
To: Michael Carelli; Bystrzycki, Sean [CSC]
Cc: Geraci, James [CSC]
Subject: Re: Question on Police Chief - Borough of Pompton Lakes
Attachments: 2025 Police EIA (1).pdf

The next Captains test will be announced in June 2025 with testing to be held in October and December and a request for announcement should be send to James Geraci if he is your current Representative. Please see the attached EIA for announcement and testing information. If a candidate is successful in the Cpt testing and appears on the list, it is not required that they serve in the Cpt title in order to be considered for waiver to a higher level title as long as:

- 1) they are tested in the basic skills of that higher level title;
- 2) all other waiver criteria are met per the rule previously noted and;
- 3) the higher-level promotional announcement is open to their permanent title, not the highest title they have successfully tested in. In other words, if you use Lt, Cpt and Deputy Police Chief and want to announce a Police Chief, we cannot put the Lt title on the announcement. In order for Lt's to be eligible, we could include the full job requirements on the announcement and your Lt's would then have to meet the requirements before an exam waiver could be considered.

And to add additional information to Sean's email, if you were interested in appointing someone from a Lt or Capt list to a higher level title "as appropriate" without an announcement and test, you would want to work with James on that scenario, however, still noting that we don't take the skills tested at the Lt level to apply to a Chief therefore, using the list as appropriate may not be approved.

Please let me know if you have any questions, thanks!

Jennifer

From: Michael Carelli <administrator@pomptonlakes-nj.gov>
Sent: Monday, March 17, 2025 11:05 AM
To: Robb, Jennifer [CSC] <Jennifer.Robb@csc.nj.gov>; Bystrzycki, Sean [CSC] <sean.bystrzycki@csc.nj.gov>
Cc: Geraci, James [CSC] <James.Geraci@csc.nj.gov>
Subject: [EXTERNAL] RE: Question on Police Chief - Borough of Pompton Lakes

Thanks Jennifer. This answers my questions. So, if I wanted to appoint a Lieutenant to Police Chief next year, my first step would be to call for a Captain's test right now? When can I start that process? When is the Captain's test?

Mike

Michael Carelli – RMC, CMR, QPA
Borough Administrator
Borough of Pompton Lakes
25 Lenox Avenue
Pompton Lakes, N.J. 07457
(973) 835-0143, ext. 239

From: Robb, Jennifer [CSC] <Jennifer.Robb@csc.nj.gov>
Sent: Monday, March 17, 2025 8:31 AM
To: Michael Carelli <administrator@pomptonlakes-nj.gov>; Bystrzycki, Sean [CSC] <sean.bystrzycki@csc.nj.gov>
Cc: Geraci, James [CSC] <James.Geraci@csc.nj.gov>
Subject: Re: Question on Police Chief - Borough of Pompton Lakes

[NOTICE: This message originated outside of Pompton Lakes Borough -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hello, there are a few situations here so we can only provide guidance in these situations, however, you can only request a waiver of an employee to promote them permanently to a position at the time that we announce. If they are on a list, they need to be certified and appointed from the list if that's what the department chooses.

If we announce for a Police Chief, it would be open to the next lower, or next 2 lower in-series titles as used (per documentation) by your department. Once we issue that announcement, the department could request a waiver of the examination if that is the intention, however, all waiver criteria set forth in the rule must be met.

§ 4A:4-2.7 Promotion upon waiver of competitive examination

(a) Following the announcement of a promotional examination, the Chairperson or designee may authorize the promotion of a qualified permanent employee in the career service by regular appointment without competitive examination and without the establishment of an eligible list if:

1. The employee has been successfully tested in the basic skills required for the promotional title;
2. The employee has not failed, within one year prior to the announced closing date, a promotional examination for that title. However, an employee who subsequently passed an examination for that title shall be eligible for promotion;
3. The number of interested eligibles for the promotional examination referred to in (a) above does not exceed the number of promotional appointments by more than two; and
4. Veterans preference rights are not a factor.

Also, please see the attached memo, a candidate must be tested in the basic skills of another level in order to be considered for waiver. Some tested at the Lt level is only qualified to be waived to the Captain position. In order to waive someone who was serving as a Lt into a Police Chief position, they would have had to have passed the Captain test.

Please let us know if you have any questions.

Thanks, Jennifer
Supervisor/Promotional Unit

From: Michael Carelli <administrator@pomptonlakes-nj.gov>
Sent: Monday, March 17, 2025 7:15 AM
To: Bystrzycki, Sean [CSC] <sean.bystrzycki@csc.nj.gov>
Cc: Geraci, James [CSC] <James.Geraci@csc.nj.gov>; Robb, Jennifer [CSC] <Jennifer.Robb@csc.nj.gov>
Subject: [EXTERNAL] Re: Question on Police Chief - Borough of Pompton Lakes

Resending from the correct email address.

Thanks,

Mike

Sent from my iPhone

> On Mar 17, 2025, at 7:14 AM, Michael Carelli [REDACTED] > wrote:

>

> Hi Sean,

>

> This is Michael Carelli from the Borough of Pompton Lakes. I have a question. When appointing a new Police Chief, can you reach down to the Lieutenant position? Also, if I call for an updated Police Captain's list, and a Lieutenant gets on the list, can I then waive them to Chief? Can I waive a current Captain who was waived to Captain prior? Please let me know or point me in the right direction.

>

> Thanks,

>

> Mike

>

> Sent from my iPhone

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