



New York State Archives

Minutes and memoranda 14099

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Overview of the Records

Repository:	New York State Archives
Summary:	This series consists of the Classification and Compensation Board's minutes; control sheets which include appellant's name and agency, present and requested title and grade, and the Board's decision; and administrative memoranda and correspondence. It also includes, quarterly reports, and Division of Budget approvals for reclassifications and reallocations, and an alphabetical listing of all Chapter 307 appeals granted.
Creator:	New York (State). Classification and Compensation Board
Title:	Minutes and memoranda
Quantity:	0.8 cubic feet
Inclusive Date:	1949-1960
Series:	14099

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Arrangement

Chronological by date meeting was held.

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Scope and Content Note

This series consists of the Classification and Compensation Board's minutes, control sheets, and administrative memoranda and correspondence.

The minutes are in two binders, each divided into two sections (one for agendas and one for minutes) arranged in either chronological or reverse chronological order by meeting date.

Each agenda contains the meeting date and time and a list of consecutively numbered items for Board discussion. Early agenda items (1949-1950) relate mostly to organizational or administrative matters. Later items usually concern actual appeals and contain the appellant's name, the agency and division of the appealed title, and the present and requested title, grade

and salary range. The minutes contain the meeting date, names of Board members and staff present, and a list (by agenda item number) of items considered and their disposition. The binder containing the 1950 to 1954 minutes contains the Board's quarterly reports listing the number of appeals received, determined and pending. The series also includes an additional binder of 1950 to 1954 minutes containing agendas annotated by the Board's Executive Secretary and some additional memoranda relating to appeals and Board procedures.

The Board's control sheets are contained in a ring binder and list all 1955 to 1960 Chapter 38 appeals handled by the Board. Entries contain the date the appeal was filed, appellant's name and agency, present and requested title and grade, date of Classification and Compensation Division hearing, name of the Technician handling the case, date of Board hearing, and the Board's decision and its date.

The series also includes files of correspondence, memoranda, draft minutes, quarterly reports, Division of Budget approvals for reclassifications and reallocations, and an alphabetical listing of all Chapter 307 appeals granted. Most of these records concern Board policy and procedures and administrative matters (e.g. scheduling hearings) but a few items deal with individual appeals.

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Use of Records

Access Restrictions

There are no restrictions regarding access to or use of the material.

Access Terms

- Civil service positions--Classification
- Labor
- New York (State)
- Minutes (administrative records)
- Classifying
- Civil service
- Civil service--Salaries, etc.
- New York (State). Civil Service Commission
- New York (State). Classification and Compensation Appeals Board
- New York (State). Department of Civil Service
- New York (State). Department of Civil Service. Classification and Compensation Division