



**NIAGARA COUNTY
CIVIL SERVICE
111 Main Street – Suite G2
Lockport, New York 14094**

Malcolm A. Needler
PERSONNEL OFFICER

(716) 438-4071

NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing will be held on Monday, July 28, 2025, at 4:00 p.m., in the office of the Niagara County Civil Service, 111 Main Street – Suite G2, Lockport, New York 14094 for the purpose of receiving comments pertaining to revising the Niagara County Civil Service Rules Appendices listing exempt, non-competitive, labor, and unclassified positions.

Such proposed changes are available for inspection at www.niagaracounty.com on the Civil Service Department page and at the office during normal business hours.

NIAGARA COUNTY CIVIL SERVICE

Attest: Malcolm A. Needler, Personnel Officer

Malcolm A. Needler

**RESOLUTION TO AMEND THE APPENDICES OF THE RULES OF THE NIAGARA COUNTY
CIVIL SERVICE AT THE COMMENCEMENT OF THE HELP PROGRAM**

Resolution to Amend the Appendices of the County of Niagara Civil Service Rules.

Upon action of the Personnel Officer of Niagara County on July xx, 2025 the following resolution was adopted:

WHEREAS the Niagara County Personnel Officer deems it necessary to make certain changes to the Appendices of the Niagara County Civil Service Rules; AND

WHEREAS the Niagara County Personnel Officer has duly advertised and has on July 28, 2025 held a public hearing on the matter;

NOW THEREFORE BE IT RESOLVED that subject to the approval of the State Civil Commission, the following changes be made to the Appendices of the Niagara County Civil Service Rules:

AMENDMENTS TO THE APPENDICES OF THE NIAGARA COUNTY CIVIL SERVICE RULES

**Appendix - B
Non-Competitive**

All Civil Divisions

Add

Administrative Assistants (HELP Program)
Assessor's Information Clerk (HELP Program)

Delete

County Service

Add

Account Clericals IV (HELP Program)
Aging Services Specialist (HELP Program)
Confidential Assistant to the Human Resources Director (HELP Program)
Crisis Services Program Manager (HELP Program)
Fiscal Administrator – Public Works (HELP Program)
Insurance Program Clerk (HELP Program)
Motor Vehicle Representatives (HELP Program)
Senior Insurance Program Assistants (HELP Program)
Sheriff Dispatchers (HELP Program)
Social Work Assistants (HELP Program)
Supervising Social Worker (HELP Program)

Delete

North Tonawanda, City of

Add

Assistant Building Inspector (HELP Program)
Dispatcher – Public Works (HELP Program)

Delete

AMENDMENTS TO THE APPENDICES OF THE NIAGARA COUNTY CIVIL SERVICE RULES

Appendix - B Non-Competitive

SUNY Niagara

Add

Delete

Campus Security Officers (HELP Program)

School Service

Add

Delete

Information/Personnel Coordinator (HELP Program)

Town Service

Add

Delete

Assessor Trainee (HELP Program)

I attest that this resolution and supporting documents have been reviewed by this office and are complete and accurate. I have determined that the request(s) for amendments included in this resolution complies with the standards set forth in State and local Law and the criteria for the HELP Program. This office supports this request and has performed all duties and actions required by the Civil Service Law and local Rules. This submission is complete and appropriate for consideration by the State Civil Service Commission.

Malcolm A. Needler
Niagara County Personnel Officer

Date