

To: All Interested Parties

From: James Whitman  
Director, Classification and Compensation

Date: March 29, 2023

Subject: Notice of a virtual public hearing on a proposal to temporarily classify 26 titles in the non-competitive class under the Hiring Emergency Limited Placement (HELP) Program

---

The Commissioner of the Department of Citywide Administrative Services has scheduled a virtual public hearing to be held on April 7, 2023, at 10:00 AM via Microsoft Teams. The meeting details are below.

**Topic:** Public Hearing – Hiring Emergency Limited Placement (HELP) Program – NYS Civil Service Commission Proposal

**Meeting link:** <https://www.microsoft.com/microsoft-teams/join-a-meeting>

**Meeting ID:** 268 852 735 427

**Passcode:** Zpf8W2

**Phone Number:** [1 646-893-7101](tel:16468937101)

**Phone Conference ID:** 536 716 288#

The Hiring Emergency Limited Placement (HELP) Program is a NYS Department of Civil Service program allowing municipal agencies to temporarily reclassify competitive class social services, health, and safety titles in the non-competitive class for a period of one year. We propose to submit an initial group of 26 titles for the State Civil Service Commission's consideration, please see the attached draft classification resolutions.

Copies of the proposal memorandum, the proposed classification resolutions, and the proposed class specifications for the above titles will be available on the DCAS Website at: <https://www1.nyc.gov/site/dcas/about/public-hearings.page>

Those wishing to testify should contact Gavin Roney of my staff at (212) 386-0555, or [groney@dcas.nyc.gov](mailto:groney@dcas.nyc.gov) as soon as possible. Written statements may be submitted to [jwhitman@dcas.nyc.gov](mailto:jwhitman@dcas.nyc.gov) via email and by mail to the Department of Citywide Administrative Services, Classification and Compensation, 1 Centre Street - Room 1448 South, New York, NY 10007 and must be postmarked no later than April 12, 2023.



If you need to request a reasonable accommodation to attend or have questions about accessibility, please contact DCAS Accessibility at 212-386-0256, or [accessibility@dcas.nyc.gov](mailto:accessibility@dcas.nyc.gov).