

SANTA CRUZ COUNTY  
CIVIL SERVICE COMMISSION  
Minutes for April 19, 2018 at 5:45 p.m.  
701 Ocean Street, Board of Supervisors Chambers  
Santa Cruz, California

Present: Chair Pursley, Olivia Madrigal, Carmen Potro and Dina Hoffman

Absent: Commissioner Fink

Staff present: Ajita Patel, Interim Personnel Director

Others: Julie McGowan, President Middle Management Association

1. Minutes of January 18, 2018 reviewed.  
Motion/Second: Madrigal/Hoffman. Passed unanimously.
2. Changes or additions to the agenda:  
None
3. Oral Communications:  
None
4. Secretary's Report:
  - a) Number of disciplinary hearings pending, two scheduled and one more to be scheduled at this time.
  - b) Subcommittee reported meeting once and has requested the relevant parts of the Personnel Administrative Manual which was provided by staff. Goal is to review the Civil Service Rules for updates and improvements.
  - c) Board approved civil service status change of Personnel Director position.
5. Old Business:  
None.
6. New Business:
  - a) Elections. Discussion that by-laws prevent a commissioner from succeeding themselves in elections. Nomination of Commissioner Fink as Chair and Commissioner Pursley as Vice-Chair. Commissioner Potro requested to add by-laws as new business with a report back from staff regarding the process to modify by-laws.  
Motion/Second: Hoffman/Potro. Passed unanimously.
7. Reports
  - a) Adopted Delegated Classification Report.  
Motion/Second: Madrigal/Hoffman. Passed unanimously.
  - b) Provisional Report.  
Reviewed.
8. Correspondence Items reviewed:  
None
9. Adjournment: 6:10 p.m.
10. Next quarterly meeting is scheduled for Thursday, July 19, 2018 at 5:45 p.m.