

SANTA CRUZ COUNTY  
CIVIL SERVICE COMMISSION  
Minutes for January 21, 2021 at 5:45 p.m.  
701 Ocean Street, Board of Supervisors Chambers  
Santa Cruz, California

Present: Vice-Chair Dina Hoffman, Olivia Madrigal, and Steve Landau  
Absent: Kevin Fink

Staff present: Ajita Patel, Personnel Director  
Attendees: Tamiko Collins (member of the public/potential 1<sup>st</sup> District Appointee) and Nisha Patel, Employment Services Manager

1. Minutes of October 15, 2020 reviewed.  
Motion/Second: Madrigal/Landau. Passed unanimously.
2. Changes or additions to the agenda: None
3. Oral Communications: None.
4. Secretary's Report:
  - a) Update on District 1 Vacancy. Supervisor Koenig actively interviewing appointees.
  - b) Disciplinary Hearing from December will be rescheduled. Surveying attorneys for availability.
  - c) New disciplinary hearing received so staff will review remote options so that a backlog is not created. Commissioners support this as long as integrity of process can be maintained.
5. Old Business:
  - a) Subcommittee (Commissioners Hoffman) meetings with staff representatives are completed and a meeting with the Personnel Department is pending regarding suggested changes to the Civil Service Rules. No major changes.
6. New Business:
  - a) Elections completed. Chair Madrigal and Vice-Chair Fink were elected.  
Motion/Second: Hoffman/Landau for Chair Madrigal. Passed unanimously.  
Motion/Second: Madrigal/Hoffman for Vice-Chair Fink. Passed unanimously.  
Staff will notify Commissioner Fink and confirm that he accepts Vice-Chair position.
  - b) Annual Report for 2019-2020  
Discussion around provisional appointment review. Commissioners would like to maintain this goal if it is not arduous for staff. Noted that this report includes many provisional appointments and far greater than seen in the last few years.

Staff explained that this is due to conversion of extra-help positions to limited term positions for CVOID related work.

Motion/Second: Madrigal/Landau. Passed unanimously.

7. Reports

a) Adopted Delegated Classification Report.

Motion/Second: Landau/Madrigal. Passed unanimously.

b) Provisional Report.

Reviewed.

8. Correspondence Items reviewed:

a) Reappointment of Commissioner Fink.

b) Reappointment of Commissioner Landau

9. Adjournment: 6:30 p.m.

10. Next quarterly meeting is scheduled for Thursday, April 22, 2020, at 5:45 p.m.