

SANTA CRUZ COUNTY
CIVIL SERVICE COMMISSION
Minutes for April 18, 2019 at 5:50 p.m.
701 Ocean Street, Board of Supervisors Chambers
Santa Cruz, California

Present: Chair Dina Hoffman, Vice-Chair Kevin Fink, Olivia Madrigal, Carmen Potro and Bob Pursley

Staff present: Ajita Patel, Personnel Director

1. Minutes of January 17, 2019 reviewed.
Motion/Second: Fink/Madrigal. Passed unanimously.
2. Changes or additions to the agenda: None
3. Oral Communications: None.
4. Secretary's Report:
 - a) Review of disciplinary hearing calendar for 2019
 - b) Superior Court writs filed in the Dizon matter
 - c) Ethics Training due for Commissioners Pursley, Fink, Madrigal and Potro
 - d) Presentation by Personnel Department staff regarding PRIMO- Nisha Patel, Luna Harter and Michelle Moore. Presentation overview described process improvement project to reduce recruitment timelines.
5. Old Business:
 - a) Subcommittee will reconvene in the upcoming weeks, meetings with staff representatives completed and a meeting with the Personnel Department is pending regarding suggested changes to the Civil Service Rules.
6. New Business:
 - a) Presentation on County Operational Plan on behalf of CAO's Office was delivered by Ajita Patel, Personnel Director. Commissioners welcomed information. Commissioner Hoffman asked if department collaboration will occur and Ajita explained that it will for some departments depending on their focus areas. Example provided under reliable transportation. Information on community focus groups for April 22 in Watsonville, and 29th in Felton was shared. Ajita encouraged the Commissioners to attend.
 - e) Changes to County Code sections 3.04, 3.08, 3.12, 3.16, 3.20, 3.24, 3.28, 3.32, 3.36 and 3.40. No substantive changes.
Motion/Second: Fink/Pursley. Passed unanimously
7. Reports
 - a) Adopted Delegated Classification Report.
Motion/Second: Pursley/Madrigal. Passed unanimously.

b) Provisional Report.
Reviewed.

8. Correspondence Items reviewed:
Correspondence from Supervisor Coonerty regarding biennial report. Final copy will be sent to each Commissioner for their records.
9. Adjournment: 6:50 p.m.
10. Next quarterly meeting is scheduled for Thursday, July 18, 2019 at 5:45 p.m.