



COUNTY OF SANTA CRUZ

CIVIL SERVICE COMMISSION

701 OCEAN STREET, SUITE 310
SANTA CRUZ, CA 95060

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CIVIL SERVICE COMMISSION AGENDA NOTICE OF PUBLIC MEETING

Location: Board of Supervisors' Chambers
County Government Center
701 Ocean Street, Fifth Floor
Santa Cruz, CA 95060

Date and Time: Thursday, January 15, 2009 at 5:45 p.m.

A regular meeting of the Civil Service Commission has been set for **5:45 p.m., Thursday, January 15, 2008** at the County Government Center, Board of Supervisors' Chambers, 701 Ocean Street, Fifth Floor, Santa Cruz, California.

This agenda is to invite you to participate in a public meeting of the Santa Cruz County Civil Service Commission. Please review the agenda for items of interest to you. You may come to the meeting and speak, or you may send a letter, which will be considered at the meeting. The letter should be addressed to the Personnel Director or Chair of the Civil Service Commission, and should reference the agenda date and specific items of interest to you.

AGENDA

- I. Call to Order
- II. Attendance
- III. Approval of Minutes for November 20, 2008, continued quarterly meeting
- IV. Additions and Corrections to Agenda
- V. Oral Communications
 - a. Public Comment
 - b. Secretary's Report
- VI. Old Business
 - a. Oral report on enhanced website posting support documents for Commission meetings
 - b. Receive report on the frequency of Civil Service Commission meetings at the County's eight comparable agencies
 - c. Consider draft letter to the Board of Supervisors' regarding Commissions'

- d. concerns about the county's whistleblower program
 - d. Receive report on qualifications of the County's Building Inspectors
 - e. Consider draft Certificates of Appreciation for outgoing Commissioners Patricia Fink and Michael Barsi
- VII. New Business
- a. Introduce new Civil Service Commissioner: James M. Maxwell
 - b. Elect Commission Chair and Vice Chair for 2009
 - c. Proposed update to Civil Service Policy with respect to abolishing eligibility lists. Delete reference to Affirmative Action Officer and replace with Equal Employment Officer
 - d. Consider placing time limits on public comment on items not listed on the agenda
- VIII. Reports
- a. Draft Annual Report for the Year 2008
 - b. Adopt Delegated Classification Actions
 - c. Receive Employment Services Division Workload Report
 - d. Receive Provisional Appointment Report
 - e. Civil Service 2009 Schedule of Meetings
- IX. Correspondence Items
- a. Board of Supervisors' appointment of new Civil Service Commissioner, James M. Maxwell, dated December 9, 2008 for a term to expire Dec. 31, 2011
 - b. Letter of resignation, tendered November 18, 2008, from Commissioner Barsi
- XI. Adjournment

Next Quarterly Commission Meeting: Thursday, April 16, 2009

Meeting Announcements

The Commission will receive Oral Communications prior to regularly scheduled action items. Any person may address the Commission on any item of interest to the public, before or during the Commission's consideration of the item, restricted to three minutes per individual, provided that no action shall be taken on any item not appearing on the agenda. Commissioners may choose to follow up at a later time, either individually or on a subsequent Civil Service Commission agenda.

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. The Board of Supervisors' Chambers are located in an accessible facility. If you wish to attend this meeting and you will require special assistance in order to participate, please contact Laurie Hill at 454-2948 (TDD number 454-2123) at least 72 hours in advance of the meeting in order to make arrangements. As a courtesy to those affected, please attend the meeting smoke and scent free.

Action Items Will Be Heard According to the Agenda Schedule