



# 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 17, 2013 at 5:45 p.m.

A regular meeting of the Civil Service Commission has been set for **5:45 p.m., Thursday, January 17, 2013** 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 15, 2012 regular meeting
- IV. Additions and Corrections to Agenda
- V. Oral Communications
  - a. Public Comment
  - b. Secretary's Report
- VI. Old Business
  - a. Consider modification of Civil Service designation for Health Officer classification as proposed in staff correspondence from Deputy Director of Personnel.
  - b. Consider SEIU's request for hearing as described in SEIU correspondence dated November 9, 2012 (packet delivered to Commissioners at November

15, 2012 meeting).

- VII. New Business
  - a. Review of the draft 2012 Annual Report due on January 31, 2013.
  - b. Election – Commission Chair and Vice-Chair.
  
- VIII. Report:
  - a. Adopt Delegated Classification Actions
  - b. Provisional Report – To Be Provided At Meeting
  
- IX. Correspondence Items
  - a. Correspondence from Chair John Leopold regarding reappointment of Commissioner Potro.
  - b. Correspondence from Merit Systems Services regarding final audit report dated December 5, 2012.
  - c. Correspondence from the Personnel Department dated December 20, 2012.
  
- X. Adjournment

Next Commission Meeting: Thursday, March 21, 2013

### **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 Staff at 454-2600 (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**