



# COUNTY OF SANTA CRUZ

## CIVIL SERVICE COMMISSION

701 OCEAN STREET, SUITE 310  
SANTA CRUZ, CA 95060

TELEPHONE: (831) 454-2600  
FAX: (831) 454-2411  
TDD: (831) 454-2123

### 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 19, 2012 at 5:45 p.m.

A regular meeting of the Civil Service Commission has been set for **5:45 p.m., Thursday, January 19, 2012** 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 17, 2011 regular meeting
- IV. Additions and Corrections to Agenda
- V. Oral Communications
  - a. Public Comment
  - b. Secretary's Report
- VI. Old Business
- VII. New Business: Elect Commission Chair and Vice Chair

- VIII. Report:
  - a. Adopt Delegated Classification Actions
  - b. Provisional Report
  
- IX. Correspondence Items
  - a. Reappointment of Commissioner, James Maxwell, dated December 13, 2011, from the Board of Supervisors. Term ending December 31, 2015.
  - b. Civil Service Commission Attendance Report for 2011
  - c. Staff response, dated January 12, 2012, to appeal of employee performance evaluation
  
- X. Adjournment

Next Commission Meeting: Thursday, March 15, 2012

### **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 454-4041 (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**