



# 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: County Government Center  
701 Ocean Street, **Fifth Floor Conference Room**  
Santa Cruz, CA 95060

Date and Time: Thursday, July 17, 2014 at 5:45 p.m.

A regular meeting of the Civil Service Commission has been set for **5:45 p.m., Thursday, July 17, 2014** at the County Government Center, 701 Ocean Street, **Fifth Floor Conference Room**, 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 March 20, 2014 regular meeting. No quorum on May 2014.
- IV. Additions and Corrections to Agenda
- V. Oral Communications
  - a. Public Comment
  - b. Secretary's Report
- VI. Old Business  
None.

- VII. New Business
  - a. Consideration of Staff recommendation to designate classes as non-civil service.
  - b. Consideration of a one year probationary period for new classes.
  - c. Consideration of Staff recommendation to clarify language regarding demotions in the Civil Service Rules 130.
  
- VIII. Report:
  - a. Adopt Delegated Classification Actions
  - b. Provisional Report
  
- IX. Correspondence Items  
None.
  
- X. Adjournment

Next Commission Meeting: Thursday, September 18, 2014

### **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**

SANTA CRUZ COUNTY  
CIVIL SERVICE COMMISSION  
Minutes for March 20, 2014 at 5:45 p.m.  
701 Ocean Street, Room 500  
Santa Cruz, California

Present: Dina Hoffman, Olivia Madrigal, Carmen Potro and Kevin Fink.  
Absent: Bob Pursley (Excused)

Staff present: Ajita Patel, Deputy Director

1. Approved minutes of the meeting of January 16, 2014.  
Motion/Second: Hoffman and Potro. Passed.
2. Changes or additions to the agenda:  
None.
3. Oral Communications:  
None
4. Old Business:  
None
5. Secretary's Report:
  - a) Reminder to complete Ethics Training. E-mail with link will be sent out.
  - b) Reminder to complete Conflict of Interest Statements
  - c) Reminder about upcoming Civil Service Hearing on April 16<sup>th</sup>, 2014.
6. New Business:  
None.
7. Reports:
  - a) Adopted Delegated Classification Report.  
Motion/Second: Potro and Hoffman. Passed.
8. Correspondence Received:
  - a) Accepted correspondence from Supervisor McPherson regarding appointment of Commissioner Fink.
9. Adjournment: 6:00 p.m.
10. Next quarterly meeting is scheduled for Thursday, May 15, 2014 at 5:45 p.m.