



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, September 18, 2014 at 5:45 p.m.

A regular meeting of the Civil Service Commission has been set for **5:45 p.m., Thursday, September 18, 2014** 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 July 17, 2014 regular meeting.
- IV. Additions and Corrections to Agenda
- V. Oral Communications
 - a. Public Comment
 - b. Secretary's Report
- VI. Old Business
None.
- VII. New Business
None.

- VIII. Report
 - a. Adopt Delegated Classification Actions
- IX. Correspondence Items
None.
- X. Adjournment

Next Commission Meeting: Thursday, November 20, 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 July 17, 2014 at 5:45 p.m.
701 Ocean Street, Room 500
Santa Cruz, California**

Present: Dina Hoffman, Olivia Madrigal, Carmen Potro, Kevin Fink and Robert Pursley.

Staff present: Ajita Patel, Deputy Director.

Others present: Michael J. McDougall-Personnel Director, Mary Jo Walker-Auditor Controller, Jeremy Verinsky-Chief Deputy Sheriff's Office, Nisha Patel-Personnel Analyst, Terri Cobbs-Personnel Analyst, Christa Schleiner-Personnel Analyst.

1. **Approved minutes of the meeting of March 20, 2014. (No quorum for May meeting).
Motion/Second: Hoffman and Potro. Passed unanimously.**
2. **Changes or additions to the agenda:
None.**
3. **Oral Communications:
None**
4. **Old Business:
None**
5. **Secretary's Report:**
 - a) **No pending hearings.**
 - b) **Ethics Training to be completed by September 2014 quarterly meeting.**
6. **New Business:**
 - a) **Consideration of Staff recommendation to designate classes as non-civil service.**

Director of Mental Health: Motion/Second Pursley and Potro. Passed unanimously.

Forensic Pathologist: Motion/Second Potro and Hoffman. Passed unanimously.

Deputy County Administrative Officer: Motion/Second Pursley and Potro. Passed unanimously.
 - b) **Consideration of one year probationary period for new classes.**

Criminalist I/II: Motion/Second Potro and Pursley. Passed unanimously.

Treasurer/Tax Collector Manager: Pursley and Potro. Passed unanimously.

- c) Consideration of Staff recommendation to clarify language regarding demotions in the Civil Service Rules 130.

Motion/Second Potro and Hoffman. Passed unanimously.

7. Reports:

- a) Adopted Delegated Classification Report.

Motion/Second: Pursley and Potro. Passed unanimously.

8. Correspondence Items:

None.

9. Adjournment: 6:30 p.m.

10. Next quarterly meeting is scheduled for Thursday, September 18, 2014 at 5:45 p.m.