

SANTA CRUZ COUNTY
CIVIL SERVICE COMMISSION
Minutes for April 20th at 5:45 p.m.

Present: Chair Kevin Fink, Vice-Chair Steve Landau, Tamiko Collins, Dina Hoffman
Absent: Olivia Madrigal

Staff present: Ajita Patel, Personnel Director (Secretary)
Erin Morimoto, Employment Services Manager
Nisha Patel, Deputy Director

1. Call to Order: 5:46 p.m.
2. Minutes of January 19, 2023 reviewed.
Motion/Second: Hoffman/Fink. Passed unanimously.
3. Changes or additions to the agenda:
 - a. Replacement pages for the staff memo regarding VII a. Operational Improvements was submitted. The Commission voted and accepted the replacement pages.
Motion/Second: Fink/Collins. Passed unanimously.
4. Oral Communications:
 - a. Public Comment None.
 - b. Secretary's Report:
 - i. 1 disciplinary hearing to be scheduled. Staff will be in touch regarding date.
 - ii. 80 recruitments underway. Staff are back out in the community at job fairs, and community events. A Cabrillo College Intern Fair was held specifically for our County. Staff are focusing on building the talent pipeline and growing local talent. Commissioners echoed support for this as a strategy given that housing and the cost of living are challenges. Commissioner Landau and Hoffman shared their perspectives that pension and benefits are being valued again so hopefully this helps with recruiting.
 - iii. Career Fair in South County on May 17th.
5. Old Business: None
6. New Business:
 - a. Operational Improvements to Civil Service Rules.
Secretary Patel reviewed the various changes that were recommended to incorporate flexibility and help streamline the hiring process. The memo was reviewed which outlined each change. The major change was moving from Rule of 10 to Rule of List which will provide all candidates for interview in rank order rather than just the top 10. In this market climate it is imperative to provide

departments with all candidates and they can interview however many they want and as quickly as they want. Staff shared that practices around rank order, testing and application screening are underway. If additional changes are required, they will be presented at future meetings. Commissioner Fink shared caution about eliminating rank order and would want more discussion if this option is presented, since merit principles are about fairness. Staff agreed that this needs to be vetted carefully. Motion/Second: Fink/Collins. Passed unanimously.

7. Reports:

- a) Adopted Delegated Classification Report.
Motion/Second: Fink/Collins. Passed unanimously.
- b) Provisional Report.
Reviewed and accepted.

8. Correspondence Items reviewed: None

9. Adjournment: 6:45 p.m.

10. Next quarterly meeting is scheduled for Thursday, July 20, 2023, at 5:45 p.m.