

SANTA CRUZ COUNTY  
CIVIL SERVICE COMMISSION  
Minutes for October 21, 2021 at 5:45 p.m.  
Meeting Held Remotely via Teams and Teleconference

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

**Staff present:** Ajita Patel, Personnel Director

1. Call to Order: 5:45 p.m.
2. Minutes of July 15, 2021 reviewed.  
Motion/Second: Fink/Hoffman. Passed unanimously.
3. Changes or additions to the agenda: None
4. Oral Communications:
  - a) Public Comment: None
  - b) Secretary's Report: COVID Mandatory Testing Impacts on Workforce, Public Defender transition, and recruitment update. No disciplinary hearings currently scheduled.
5. Old Business:
  - a) Commissioner Hoffman connected with former Commissioner Potro and is reviewing materials. Wants to review Reconsideration Rules and modernize rules. Will coordinate next steps with Ajita.
6. New Business: None
  - a) Consideration of Civil Service exemption for classes of Chief Deputy Public Defender and Director of Information Services. Review of supporting materials. Motion/Second: Fink/Hoffman. Passed unanimously.
  - c) Consideration of One Year Probationary Periods for the classes of Attorney I – Public Defender, Public Defender Investigator I, Public Defender Investigator II, and Public Defender Investigator III. Commissioner Fink thanked Staff for the thorough report drafted by Sharonda Cannon. Motion/Second: Hoffman/Collins. Passed unanimously.
7. Reports
  - a) Adopted Delegated Classification Report. Motion/Second: Fink/Collins. Passed unanimously.
  - b) Provisional Report. Reviewed.
8. Correspondence Items reviewed: None
9. Adjournment: 6:15 p.m.
10. Next quarterly meeting is scheduled for Thursday, January 20, 2022, at 5:45 p.m.