

**SANTA CRUZ COUNTY
CIVIL SERVICE COMMISSION
Minutes for January 16, 2014 at 5:45 p.m.
701 Ocean Street, Room 500
Santa Cruz, California**

Present: Dina Hoffman, Olivia Madrigal, Carmen Potro and Robert Pursley.
Absent: Kevin Fink (Appointed 2/2/14)

Staff present: Claire Schwartz, Personnel Analyst (filling in for Commission Secretary Ajita Patel)

1. Approved minutes of the meeting of November 21, 2013.
Motion/Second: Hoffman and Pursley. Passed unanimously.
2. Changes or additions to the agenda:
Moved item VII.b. (hearing on appeal by Correctional Officer Association) to end of agenda, as agreed by counsel.
3. Oral Communications:
None
4. Old Business:
None
5. Secretary's Report:
 - a) Vacancy left by departure of Commissioner Margaret Leonard has been filled – new Commissioner Kevin Fink has been appointed. Staff will provide Commissioner Fink with orientation and welcome materials in near future.
 - b) No disciplinary hearings scheduled for February or March, but there will likely be one in April.
6. New Business:
Election of Commission Chair and Vice-Chair:
Commission Chair: Madrigal
Motion/Second: Hoffman and Pursley. Passed unanimously.
Commission Vice-Chair: Pursley
Motion/Second: Madrigal and Hoffman. Passed unanimously.
7. Reports:
 - a) Provisional Report (distributed by staff)
Commissioner Potro inquired whether HSA Personnel will again be decentralized. Personnel Director Michael McDougall stated that a Personnel Analyst employed by the Personnel Department will be out-stationed at HSA.

b) Adopted Delegated Classification Report.
Motion/Second: Potro and Hoffman. Passed unanimously.

8. Correspondence Received:
None

9. Hearing on Appeal Filed by Correctional Officer Association

Present:

Assistant County Counsel Betsy Allen, attorney for County
David G. Ritchie and Erich Knorr, Mastagni Law Firm, attorneys for Correctional
Officer Association
Deputy Director of Personnel Ajita Patel – present as witness for County

Hearing was tape recorded. Appeal was dismissed due to lack of jurisdiction.

10. Adjournment: 6:30 p.m.

11. Next quarterly meeting is scheduled for Thursday, March 20, 2014 at 5:45 p.m.