

Civil Service Commission Minutes
Thursday, January 18, 2007

The Civil Service Commission held a quarterly meeting on Thursday, January 18, 2007 in the Board of Supervisors' Chambers, 701 Ocean Street, Santa Cruz, California.

ORDER OF BUSINESS

1. Call to Order: Chair Jack Gordon called the meeting to order at 5:45 p.m.
2. Attendance: Commissioners present: Chair Jack Gordon, Patricia Fink and Michael Barsi. Commissioner Judy Jones and Robert Taren were excused absent. Present: Laurie Hill, Secretary to the Commission, Dania Torres Wong, Personnel Director, Liz Morrison, Employment Services Manager, Cecilia Espinola, Director of Human Resources, Kim Begley, HRA Personnel Officer, and Nisha Patel, Personnel Analyst.
3. Adjourn to Closed Session: 5:47 pm.
4. Return to open meeting 6:00 pm.
5. Approval of Minutes: The minutes of the October 19, 2006 meeting were approved 3-0-2.
6. Oral Communications: There were no oral communications.
7. Secretary Report: Commission Secretary Hill confirmed the March 21st appeal hearing and the Chair directed staff to schedule three consecutive days. The hearing originally calendared for January is off calendar pending settlement. Dania Torres Wong suggested that we consider alternate sites for these hearings to meet the scheduling needs of the Commission. We are looking into a new tape recorder.

Ms. Hill reported that it is possible to post the Commission's agendas and minutes on the County's website. Programming cost would be about \$300 to set up.
8. Old Business: All Commissioners attended the required Ethics training.
9. New Business:
 - a. Reappointment of Robert Taren to the Commission with a new term expiration date of Dec. 31, 2010.
 - b. Reappointment of Patricia Fink to the Commission with a new term expiration date of Dec. 31, 2010.
 - c. Election of Commission Chair and Vice Chair. Chair Gordon nominated Commission Barsi for Board Chair. Commissioner Fink seconded the nomination. Commissioner Barsi was unanimously elected Chair. Vote: 3-0-2

Commissioner Fink nominated Commissioner Jones for Vice Chair. The motion was seconded by Commissioner Gordon and was approved unanimously.

Vote: 3-0-2

- d. Request to revise the probationary evaluation schedule for 12-month probationary employees to be consistent with the 6-month probationary employees. Ms. Torres Wong recommended the change for consistency with recent rule changes. Commissioner Fink moved to honor the request, and Commissioner Gordon seconded the motion. The request was approved unanimously. Vote 3-0-2. Secretary Hill said that recommended change would be mailed to each employee representation unit with an opportunity to respond. This item will be referred to the Board of Supervisors for final approval.
- e. Request from Human Resources Agency for a 12-month probationary period for the Division Director of Child Welfare Programs. This is an Executive Management position and is presently vacant. Commissioner Fink moved approval and Gordon seconded. The request was approved unanimously. Vote 3-0-2. This item will be referred to the Board of Supervisors for final approval.
- f. Report from Rama Kalsa and Katy Logan from the Health Services Agency on Proposition 63 funded positions. Over a billion dollars was distributed to the counties for this mental health program and all counties have been trying to hire the necessary mental health professionals. The Board approved the County's plan in January and positions were classified and ready for recruitment soon after state approval. Licensed positions are most challenging to fill due to labor shortages. Confident that the County will fill its positions within the year. County is working with Cal State Monterey, San Jose State, and UCSC regarding Clinical Social Worker graduate programs. Working on new approaches to recruit Psychiatrists including a grant for college loan forgiveness program. The Health Department thanked the Personnel Department for expediting the classification of all of the new Proposition 63 positions. Katy Logan shared comparative recruitment activity data. The report was distributed at meeting and is attached as a part of the minutes.
- g. SEIU continuance: Chair Barsi received a call from Nancy Elliott to request that this item be continued.

10. Reports

- a. Approve Annual Report with 2006. Commissioner Fink reported that her absence in April 20 was an excused absence and that Commissioner Jones was in attendance at the October meeting. Commissioner Gordon moved to approve, and Fink seconded. Vote: 3-0-2.
- b. Received disciplinary report for July through December 2006.
- c. Adopted delegated Classification Actions report. Commissioner Fink moved to adopt the report, seconded by Commissioner Gordon. Approved 3-0-2.
- d. The Commission received and accepted Employment Services Division Workload Reports.

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11. Received correspondence

- a. Letter from the Board of Supervisors reappointing Robert Taren to the Civil Service Commission.
- b. Letter from the Board of Supervisors reappointing Patricia Fink to the Civil Service Commission.

11. Adjournment: There being no other business or public comment, the quarterly meeting was adjourned at 6:38 p.m.

Respectfully submitted,

Laurie Hill, Staff to the Commission