

SANTA CRUZ COUNTY
CIVIL SERVICE COMMISSION
Minutes for January 18, 2024 at 5:45 p.m.

Present: Chair Steve Landau, Tamiko Collins, Kevin Fink, & Olivia Madrigal

Absent: Dina Hoffman

Staff present: Ajita Patel, Personnel Director (Secretary)
Nisha Patel, Deputy Director
Jennifer Espino Smith

1. Call to Order: 5:50 p.m.
2. Minutes of July 2023 reviewed. (No October minutes due to lack of quorum).
Motion/Second: Madrigal/Collins. Passed unanimously.
3. Changes or additions to the agenda: None
4. Oral Communications:
 - a. Public Comment None.
 - b. Secretary's Report:
 - i. 1 upcoming disciplinary hearing pending.
 - ii. Recruiting volume still at a peak.
5. Old Business: None
6. New Business: None
 - a. Consider one (1) year probationary period for Criminalist III classification.
Discussion with Lauren Zephro, Forensic Services Director, about technical experience, duties, type of lab, ongoing feedback between the 6-12 month probationary period as a routine business practice.
Motion/Second: Fink/Madrigal. Passed unanimously.
 - b. Attendance Report 2023 reviewed.
Motion/Second: Fink/Madrigal. Passed unanimously.
 - c. Election of Chair and Vice-Chair
Commissioner Landau nominated Vice-Chair Collins for the Chair role. She accepted the nomination.
Motion/Second: Landau/Fink. Passed unanimously.

Commissioner Fink nominated Commissioner Madrigal for Vice-Chair. She accepted the nomination.
Motion/Second: Fink/Collins. Passed unanimously.

7. Reports:
 - a) Adopted Delegated Classification Report.
Motion/Second: Fink/Madrigal. Passed unanimously.
 - b) Provisional Report.
Motion/Second: Landau/Collins. Passed unanimously.
8. Correspondence Items reviewed: None
9. Adjournment: 6:29 p.m.
10. Next quarterly meeting is scheduled for Thursday, April 18, 2024, at 5:45 p.m.