

SANTA CRUZ COUNTY  
CIVIL SERVICE COMMISSION  
Minutes for January 20, 2011  
5:45 p.m.  
701 Ocean Street, Room 500  
Santa Cruz, California

Present: James Maxwell, Olivia Madrigal, Margaret Leonard, and new Commissioner Dina Hoffman. Absent: Carmen Potro. Vice Chair Maxwell lead the meeting.

Staff present: Laurie Hill, staff to the commission. Michael McDougall, Personnel Director, and Ajita Patel, Deputy Director of Personnel.

1. Approved minutes of the meeting of November 11, 2010. Motion/Second: Leonard and Madrigal. Hoffman and Maxwell abstained because they were not at the meeting in November.

AYES:	2
NOES:	0
ABSTAIN:	2
ABSENT:	1

2. Commission accepted update on the recommended Civil Service Rule change that will be scheduled for Board approval.

3. Introduced new Commissioner: Dina Hoffman. Scheduled a reception for retiring Commissioner Bob Taren for 5:00 p.m. on March 17, 2011.

4. Elections: Commissioner Leonard nominated Maxwell for Chair, seconded by Madrigal.

AYES:	4
NOES:	0
ABSTAIN:	0
ABSENT:	1

Maxwell was elected Chair.

Commissioner Leonard nominated Madrigal for Vice Chair, seconded by Hoffman.

AYES:	4
NOES:	0
ABSTAIN:	0
ABSENT:	1

Madrigal was elected Vice Chair.

5. Commission rescheduled the discussion regarding the necessity of the Employment Services Division Reports due to the absence of Commissioner Potro.

6. Reviewed and approved draft 2010 Commission Annual Report. The Commission approved the draft and it will now be forwarded to the Board of Supervisor.

7. Adopted Delegated Classification Report. Report was corrected to reflect that the Victim Services Representative classification reports to the Office of the District Attorney. Madrigal suggested listing "proposed job classification" when appropriate.

Motion/Second: Leonard and Madrigal.

AYES:	4
NOES:	0
ABSTAIN:	0
ABSENT:	1

8. Received Provisional Report

9. Received and filed Employment Services Division Workload Report.

10. Received correspondence:

Board of Supervisors appointment of Dina Hoffman  
Board of Supervisors reappointment of Olivia Madrigal  
Civil Service Commission Schedule of Meetings 2011

11. The meeting was adjourned at 6:10 p.m.

12. Next meeting is scheduled May 19, 2011.