

Civil Service Commission Minutes Thursday, October 15, 2009

The Civil Service Commission held a quarterly meeting on Thursday, October 15, 2009, in the Board of Supervisors' Chambers, 701 Ocean Street, Santa Cruz, California.

ORDER OF BUSINESS

1. Call to Order: Chair Gordon called the meeting to order at 5:50 p.m.
2. Attendance: Commissioners present: Chair Jack Gordon, Commissioners Carmen Potro and Olivia Madrigal. Absent: Commissions Bob Taren and James Maxwell (excused). Staff present: Michael J. McDougall, Personnel Director, and Laurie Hill, staff to the Commission.
3. Approval of Minutes: The meeting minutes for August 20, 2009, were approved. Moved by Madrigal and 2nd by Potro, 3-0-2.
4. Additions to the Agenda: There were none.
5. Oral Communications: There were none.
6. Secretary Report: The Commission is scheduled to meet October 20, at 5:45 pm to deliberate on a Sheriff's Department case. There is a hearing on October 22, 2009 for Planning. The employee has not returned calls but staff recommends that the Commission meet and make a determination on the scheduled date for this continued case. The Public Works case calendared for November 4 and 5 will be postponed at the representative's request. The representative intends to file a motion with Superior Court. Staff reminded the Commission about the required Ethics training and resources for that training.
7. Old Business: There was none.
8. New Business: The Commission was asked to respond to a request from the Board of Supervisors to consider limiting the number of meetings. After a brief introduction regarding this request and an observation that the Commission recently increased the number of their meetings, the item was continued to the November meeting with the hope that more commissioners would be in attendance to comment.
9. Reports
 - a. Adopted Delegated Classification Actions. A revised list was distributed to the Commission to consider. The revised list included only two changes: two Public Works positions (Personnel Payroll clerk and Program Coordinator) were originally listed as deleted positions and their actual status is unfunded). Laurie Hill pointed out that the reports included primarily position allocation actions resulting from the 2009/10 budget. Such actions (limited term, deletions and unfunding, position time reductions/increases) are not within the jurisdiction of the Commission and are provided for information. The positions that were classified or alternately staffed were pointed out. Commissioner Potro suggested, and the Commission agreed, that future reports should only contain actions that

must be reviewed and approved by the Commission. Potro said she was interested as to whether or not a position is occupied when it is classified. Potro moved, and Madrigal seconded, and approved the report: 3-0-2.

- b. Commission accepted and filed the Employment Services Workload Report.
- c. Commission accepted and filed the Provisional Appointments Report

10. Received Correspondence Item:

- a. Board of Supervisors' September 15, 2009 agenda item entitled: County Advisory Bodies
- b. Board of Supervisors' September 29, 2009 agenda item regarding proposed ordinance and related resolutions to conform the County Code and Personnel Regulations to current law and terminology with regards to equal employment.

11. Adjournment: There being no other business or public comments, the meeting adjourned at 6:10 p.m. Next meeting November 19, 2009

Respectfully submitted,

Laurie Hill, Staff to the Commission