

REGULAR MEETING OF THE  
CIVIL SERVICE COMMISSION  
CULVER CITY, CALIFORNIA

September 6, 2023  
7:00 P.M.

**Call to Order & Roll Call**

The regular meeting of the Civil Service Commission was called to order at 7:02 P.M. in Mike Balkman Council Chambers at Culver City Hall and on Webex.

Present: Chair Chi Ming Gong  
Vice Chair Michele Van Gelderen  
Commissioner Rachelle Jackson  
Commissioner Sal LaPardo  
Commissioner Peter Stern

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**Pledge of Allegiance**

Chair Gong led the Pledge of Allegiance.

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**Public Comment - Items NOT On the Agenda**

No requests to speak were received.

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**Receipt of Correspondence**

No correspondence was received.

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**Consent Calendar**

Item C-1

**Approval of Minutes for the Regular Meeting of August 2, 2023**

MOVED BY CHAIR GONG, SECONDED BY COMMISSIONER LAPARDO AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF AUGUST 2, 2023 AS WRITTEN.

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**Approval of the New Recruitment Bulletin: Transit Operations Manager**

Amy Webber, Human Resources Analyst, provided a summary of the material of record.

MOVED BY VICE CHAIR VAN GELDEREN, SECONDED BY COMMISSIONER STERN AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION: APPROVE THE NEW RECRUITMENT BULLETIN FOR TRANSIT OPERATIONS MANAGER.

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Item A-2

**(1) Discussion of the Draft Written Report to City Council Regarding Accomplishments by the Civil Service Commission; and  
(2) Authorize Transmittal of the Report to City Council**

Amy Webber, Human Resources Analyst, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding concern with timing of accomplishments; recognition for outgoing Vice Chair Bubar; duties and responsibilities; Civil

Service Rules that authorize actions taken; inserting a timetable of rules to be reviewed; insertion of language for a timeline for proposed completion; and Commission review prior to completion.

MOVED BY CHAIR GONG, SECONDED BY VICE CHAIR VAN GELDEREN AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION:

1. DISCUSS AND APPROVE THE CONTENTS OF THE WRITTEN REPORT TO THE CITY COUNCIL REGARDING ACCOMPLISHMENTS AS AMENDED; AND,
2. AUTHORIZE STAFF TO FINALIZE THE REPORT AND TRANSMIT IT TO THE CITY COUNCIL.

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**Public Comment - Items NOT on the Agenda (Continued)**

Chair Gong invited public comment.

Selamawit Abrha, Human Resources Technician, indicated that no public comment had been received.

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**Items from Staff**

Amy Webber, Human Resources Analyst, provided an update on hearings reminding that one had been withdrawn, and she indicated that the second hearing was scheduled for late October with an update to be provided to Commissioners when available.

Dana Anderson, Human Resources Director, discussed delays caused by the relocation of the appellant out of state.

Amy Webber, Human Resources Analyst, reported staff intent to schedule a meeting with the Civil Service Review Project Subcommittee.

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**Items from Civil Service Commissioners**

Chair Gong discussed the vacancy list; people receiving acting pay; and paying people for what they are actually doing.

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**Adjournment**

There being no further business, at 7:21 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, October 4, 2023.

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Dana Anderson  
Human Resources Director, Culver City, California  
SECRETARY TO THE CIVIL SERVICE COMMISSION  
Culver City, California

APPROVED \_\_\_\_\_

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Chi Ming Gong  
CHAIR of the Civil Service Commission  
Culver City, California

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I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

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Jeremy Bocchino

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Date

CITY CLERK