

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION,
CULVER CITY, CALIFORNIA

November 4, 2015
7:00 P.M.

Call to Order & Roll Call

Chair Ochoa called the meeting of the Civil Service Commission to order at 7:00 P.M.

Present: Chair Richard Ochoa
Vice Chair Darryl Cherness
Commissioner Vicki Daly Redholtz
Commissioner John Kuechle
Commissioner Vince Motyl

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Public Comment - Items Not On the Agenda

Chair Ochoa invited public comment.

No speakers came forward and no cards were received.

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Receipt and Filing of Correspondence

None.

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Presentations

Item P-1

Presentation by the Human Resources Department in Relation to the New Student Worker Program

Serena Wright, Human Resources Director, provided a summary of the material of record and an overview of the New Student Worker program.

Discussion ensued between staff and Commissioners regarding appreciation for a program to address the gap between what young people learn and what employers want in the workplace; the

number of students accepted in the program; future sessions; students specifically interested in working for the City vs. working for the School District; program funding staff hours; the projected length of the program; criteria for the screening process; qualifications necessary; benefits to City employees; mentorships; internships; departmental participation; different sessions; and a request for periodic updates on the program.

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Consent Calendar

MOVED BY COMMISSIONER CHERNESS, SECONDED BY COMMISSIONER DALY REDHOLTZ AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE ITEMS C-1 THROUGH C-3.

Item C-1

Meeting Minutes

THAT THE CIVIL SERVICE COMMISSION APPROVE THE MINUTES FOR THE REGULAR MEETING OF OCTOBER 7, 2015.

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Item C-2

Extension of Eligible Lists: Maintenance Painter and Transit Operations Supervisor (Open and Competitive)

THAT THE CIVIL SERVICE COMMISSION EXTEND THE ELIGIBLE LISTS FOR MAINTENANCE PAINTER AND TRANSIT OPERATIONS SUPERVISOR (OPEN AND COMPETITIVE).

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Item C-3

Destruction of Exam Materials

Commissioner Motyl requested clarification regarding the timeframe for destruction and the varying dates on the materials.

Serena Wright, Human Resources Director, clarified that the department had been behind in the process of destroying old materials but installation of new carpet at City Hall created a necessary time frame to clean out unnecessary files.

THAT THE CIVIL SERVICE COMMISSION ADOPT A RESOLUTION AUTHORIZING THE DESTRUCTION OF EXAMINATION MATERIALS IN THE HUMAN RESOURCES DEPARTMENT WHICH ARE MORE THAN TWO (2) YEARS OLD.

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Order of the Agenda

No changes were made.

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Public Comment - Items NOT on the Agenda (continued)

Chair Ochoa invited public comment.

No speakers came forward and no cards were received.

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Items From Staff

None.

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Items From Commissioners

MOVED BY VICE CHAIR CHERNESS, SECONDED BY COMMISSIONER MOTYL AND UNANIMOUSLY CARRIED, THAT WHEN THIS MEETING IS ADJOURNED, THAT IT BE ADJOURNED IN MEMORY OF SYD KRONENTHAL.

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Adjournment

There being no further business, at 7:18 P.M., the Civil Service Commission adjourned in memory of Syd Kronenthal to a meeting to be held at 7:00 P.M. on Wednesday, December 2, 2015 in the Mike Balkman Council Chambers at City Hall.

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Serena Wright
HUMAN RESOURCES DIRECTOR of Culver City, California
SECRETARY TO THE CIVIL SERVICE COMMISSION
Culver City, California

APPROVED December 2, 2015

RICHARD OCHOA
CHAIR of the Civil Service Commission
Culver City, California

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.

Martin R. Cole
CITY CLERK

Date