

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

October 7, 2015
7:00 P.M.

Call to Order & Roll Call

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

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

Absent: Chair Richard Ochoa

o0o

Public Comment - Items Not On the Agenda

Vice Chair Cherness invited public comment.

No speakers came forward and no cards were received.

o0o

Receipt and Filing of Correspondence

None.

o0o

Presentations

Item P-1

Outstanding Job Performance Recognition Charles Carr, Streetlight Technician, Public Works Maintenance Operations Division

Eric Mirzaian, Maintenance Operations Manager, introduced Charles Carr and discussed his duties and his diligence.

Charles Carr, Streetlight Technician, thanked the Commission, the City, his co-workers and his family for their support; he

discussed his job; and he indicated that he was looking forward to continuing the same level of service to the City.

Commissioners thanked Mr. Carr for his diligent work to keep the City safe and running smoothly.

o0o

Consent Calendar

Item C-1

Meeting Minutes

MOVED BY COMMISSIONER DALY REDHOLTZ AND SECONDED BY COMMISSIONER KUECHLE THAT THE CIVIL SERVICE COMMISSION APPROVE THE MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 2, 2015.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, KUECHLE, MOTYL
NOES: NONE
ABSENT: OCHOA

o0o

Item C-2

Extension of Eligible List: Battalion Chief (Promotional)

MOVED BY COMMISSIONER KUECHLE AND SECONDED BY COMMISSIONER MOTYL THAT THE CIVIL SERVICE COMMISSION APPROVE THE EXTENSION OF ELIGIBLE LIST: BATTALION CHIEF (PROMOTIONAL).

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, KUECHLE, MOTYL
NOES: NONE
ABSENT: OCHOA

o0o

Order of the Agenda

No changes were made.

o0o

Action Items

Item A-1

New Classification Specification and Open and Competitive and Promotional Recruitment Bulletins: Police Records and Property Supervisor

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

Commissioner Motyl received clarification that the position does not oversee forensics.

MOVED BY COMMISSIONER DALY REDHOLTZ AND SECONDED BY COMMISSIONER MOTYL THAT THE CIVIL SERVICE COMMISSION:

1. APPROVE THE NEW CLASSIFICATION SPECIFICATION FOR POLICE RECORDS AND PROPERTY SUPERVISOR; AND
2. APPROVE THE NEW OPEN & COMPETITIVE AND PROMOTIONAL RECRUITMENT BULLETINS FOR POLICE RECORDS AND PROPERTY SUPERVISOR.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, KUECHLE, MOTYL
NOES: NONE
ABSENT: OCHOA

oOo

Item A-2

New Classification Specification and Open and Competitive and Promotional Recruitment Bulletins: Electronic Fleet Services Technician

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

Discussion ensued between staff and Commissioners regarding the technical nature of the position; clarification that all techs have their own their own tools; quality control; the collective bargaining unit MOU; and annual replacement of tools.

MOVED BY COMMISSIONER MOTYL AND SECONDED BY COMMISSIONER KUECHLE THAT THE CIVIL SERVICE COMMISSION:

1. APPROVE THE NEW CLASSIFICATION SPECIFICATION FOR ELECTRONIC FLEET SERVICES TECHNICIAN; AND

2. APPROVE THE NEW OPEN & COMPETITIVE AND PROMOTIONAL RECRUITMENT BULLETINS FOR ELECTRONIC FLEET SERVICES TECHNICIAN.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, KUECHLE, MOTYL
NOES: NONE
ABSENT: OCHOA

o0o

Item A-3

Revised Classification Specification and Open and Competitive Recruitment Bulletin and New Promotional Recruitment Bulletin: Sanitation Crew Supervisor

Kashawn Mariner, Human Resources Analyst, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding the number of people expected to be hired for the position; license and certificates; and training requirements.

MOVED BY COMMISSIONER DALY REDHOLTZ AND SECONDED BY COMMISSIONER KUECHLE THAT THE CIVIL SERVICE COMMISSION:

1. APPROVE THE REVISED CLASSIFICATION SPECIFICATION FOR SOLID WASTE AND RECYCLING CREW SUPERVISOR; AND

2. APPROVE THE REVISED OPEN & COMPETITIVE RECRUITMENT BULLETIN FOR SOLID WASTE AND RECYCLING CREW SUPERVISOR; AND

3. APPROVE THE NEW PROMOTIONAL RECRUITMENT BULLETIN FOR SOLID WASTE AND RECYCLING CREW SUPERVISOR. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, KUECHLE, MOTYL
NOES: NONE
ABSENT: OCHOA

o0o

Items From Staff

None.

o0o

Public Comment - Items NOT on the Agenda (continued)

Vice Chair Cherness invited public comment.

No speakers came forward and no cards were received.

o0o

Items From Commissioners

Commissioner Motyl received clarification regarding the extension of the eligibility lists.

MOVED BY COMMISSIONER DALY REDHOLTZ AND SECONDED BY COMMISSIONER MOTYL THAT WHEN THIS MEETING IS ADJOURNED, THAT IT BE ADJOURNED IN MEMORY OF GUS PRADO AND PAMELA WEISSBERGER.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, KUECHLE, MOTYL
NOES: NONE
ABSENT: OCHOA

o0o

Adjournment

There being no further business, at 7:35 P.M., the Civil Service Commission adjourned in memory of Gus Prado and Pamela Weissberger to a meeting to be held at 7:00 P.M. on Wednesday, November 4, 2015 in the Mike Balkman Council Chambers at City Hall.

o0o

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

APPROVED 11/04/2015

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