

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
CULVER CITY, CALIFORNIA

August 7, 2024
7:00 P.M.

Call to Order & Roll Call

The regular meeting of the Civil Service Commission was called to order at 7:00 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 Sal LaPardo
Commissioner Peter Stern

Absent: Commissioner Rachelle Jackson

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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

Chair Gong invited public comment.

Selamawit Abrha, Human Resources Technician, indicated that no requests to speak had been received.

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Receipt of Correspondence

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

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The following item was considered out of sequence

Action Items

Item A-1

(1) Administration of the Oath of Office to Reappointed Commission Member; (2) Adoption of Motion to Select the Chair and Vice Chair for the Civil Service Commission

Dana Anderson, Human Resources Director, introduced the item and administered the Oath of Office to Chi Ming Gong.

Commissioner LaPardo nominated Chair Gong to serve as Chair and Commissioner Stern seconded the nomination.

MOVED BY COMMISSIONER LAPARDO AND SECONDED BY COMMISSIONER STERN THAT THE CIVIL SERVICE COMMISSION APPOINT CHAIR GONG TO SERVE AS CHAIR OF THE CIVIL SERVICE COMMISSION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GONG, LAPARDO, STERN, VAN GELDEREN

NOES: NONE

ABSENT: JACKSON

Commissioner LaPardo nominated Vice Chair Van Gelderen to serve as Vice Chair and Chair Gong seconded the nomination.

MOVED BY COMMISSIONER LAPARDO AND SECONDED BY CHAIR GONG THAT THE CIVIL SERVICE COMMISSION APPOINT VICE CHAIR VAN GELDEREN TO SERVE AS VICE CHAIR OF THE CIVIL SERVICE COMMISSION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GONG, LAPARDO, STERN, VAN GELDEREN

NOES: NONE

ABSENT: JACKSON

Dana Anderson, Human Resources Director, congratulated the Chair and Vice Chair.

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Consent Calendar

Dana Anderson, Human Resources Director, clarified that the regular meeting had been held on June 5, 2024 with the special meetings held on June 3, 2024, June 4, 2024, and June 6, 2024.

MOVED BY CHAIR GONG AND SECONDED BY COMMISSIONER STERN THAT THE CIVIL SERVICE COMMISSION APPROVE CONSENT CALENDAR ITEMS C-1 THROUGH C-3.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GONG, LAPARDO, STERN, VAN GELDEREN
NOES: NONE
ABSENT: JACKSON

Item C-1

Approval of Minutes for the Regular Civil Service Commission Meeting of June 5, 2024

THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR CIVIL SERVICE COMMISSION MEETING OF JUNE 5, 2024 AS WRITTEN.

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Item C-2

Approval of Minutes for the Special Civil Service Commission Meetings on June 3, 2024, June 4, 2024, and June 6, 2024

THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE SPECIAL CIVIL SERVICE COMMISSION MEETINGS ON JUNE 3, 2024, JUNE 4, 2024, AND JUNE 6, 2024 AS WRITTEN.

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Item C-3

Extension of Eligible List: Environmental Compliance Inspector

THAT THE CIVIL SERVICE COMMISSION APPROVE THE EXTENSION OF ELIGIBLE LIST: ENVIRONMENTAL COMPLIANCE INSPECTOR.

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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**

Miguel Jiminez, Human Resources Technician, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding a suggestion to include that the Civil Service Commission had altered examinations for some job classifications to accommodate diversity, equity and inclusion (DEI) through the examination process; removal of the written test and putting a performance test in its place; identification of the particular recruitment; support for the adjustment of the bulletin to incorporate DEI; efforts toward increased inclusivity for more candidates; the Fleet Services Bulletin that was changed to remove the written component; challenges with candidates passing the examination; Commission review of the changes made; benchmarking with neighboring cities; cities that removed the written component to allow more candidates to qualify for the position; whether the change was made to enhance DEI; the change made to enhance inclusion; the intent to expand availability and access to the position for those who had challenges; the technical position that did not necessarily require a higher level of education; and expansion of access and inclusivity.

MOVED BY CHAIR GONG AND SECONDED BY COMMISSIONER LAPARDO THAT THAT THE CIVIL SERVICE COMMISSION AUTHORIZE TRANSMITTAL OF THE REPORT TO CITY COUNCIL AS AMENDED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GONG, LAPARDO, STERN, VAN GELDEREN
NOES: NONE
ABSENT: JACKSON

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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 requests to speak for Items NOT on the Agenda had been received.

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Items from Staff

Selamawit Abrha, Human Resources Technician, reported that information had been distributed to Commissioners.

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Items from Civil Service Commissioners

Commissioner Stern received clarification that changes to wording in Item A-2 would be provided to Commissioners for review.

Discussion ensued between staff and Commissioners regarding a reminder that individual comments should be made directly to staff; previous approval of the report as amended; and clarification that any substantive changes would have to return to the Commission for consideration.

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Adjournment

There being no further business, at 7:19 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, September 4, 2024.

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

APPROVED _____

Chi Ming Gong
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.

Jeremy Bocchino
CITY CLERK

Date