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CIVIL SERVICE COMMISSION

Meeting Minutes

Mike Balkman Council Chambers
9770 Culver Blvd.
Culver City, CA 90232

7:00 PM

Wednesday, June 3, 2015

PUBLIC COMMENT

AUTHORITY OF PRESIDING OFFICER:

AVAILABILITY OF AGENDA PACKETS AND CONSERVATION OF RESOURCES:

CELL PHONES AND OTHER DISTRACTIONS

MEETING INFORMATION

NOTE: AT OR ABOUT 11:00 P.M., MEMBERS MAY DETERMINE WHETHER TO CONTINUE WITH DISCUSSION OF REMAINING ITEMS ON THE AGENDA OR TO CARRY SOME/ALL OF THE ITEMS OVER TO A FUTURE MEETING DATE

REGULAR SESSION**CALL TO ORDER**

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

Present:

Chair Dan Gallagher
Commissioner Darryl Cherness
Commissioner Vicki Daly Redholtz
Commissioner John Kuechle

Absent: Vice Chair Richard Ochoa

PUBLIC COMMENT - Items NOT On The Agenda

Chair Gallagher invited public comment.

The following member of the audience addressed the Commission:

Vince Motyl thanked Chair Gallagher for his service on the Commission.

Commissioner Daly Redholtz congratulated Mr. Motyl on his appointment to the Commission.

RECEIPT OF CORRESPONDENCE

None.

CONSENT CALENDAR ITEMS

MOVED BY COMMISSIONER DALY REDHOLTZ AND SECONDED BY COMMISSIONER CHERNESS THAT THE CIVIL SERVICE COMMISSION APPROVE CONSENT CALENDAR ITEMS C-1, C-2 AND C-3. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, GALLAGHER, KUECHLE

NOES: NONE

ABSENT: OCHOA

C-1 Approval of Minutes for the Regular Meeting of April 1, 2015

C-2 Approval of Extension of Eligible Lists: Electrical Maintenance Crewleader, Warehouse Worker/Delivery Driver and Enforcement Services Manager

C-3 Approval of Destruction of Expired Examination Materials: None

ORDER OF THE AGENDA**ACTION ITEMS**

A-1

Consideration of Comments from the Culver City Employees Association to the Proposed Amendments to Civil Service Rules 6, 7, 8, 11 and 14

Serena Wright, Human Resources Director, provided a summary of the material of record and she read the written comments from the Culver City Employees Association (CCEA) that were distributed to Commissioners and made part of the record.

Discussion ensued between staff and Commissioners regarding concern with the number of representatives for hearings; the intent of the change; moral support; equal representation; clarifying the language; a suggestion to change the language to indicate that the employee may select up to two persons to attend the hearings in addition to legal counsel representing the employee; clarifying that the additional people have the option to sit in; the intent of CCEA; the origin of the changes; leaving the language more general; bringing in a fellow employee, family member or friend for moral support; whether the additional attendees have to be from the bargaining unit; employee discretion; comments from Vice Chair Ochoa; concern that inserting the word informal regarding the hearing would create an impression that there would be a formal hearing at a later date; language in 11.14.ac; language for 11.10; changing "legal counsel" to "representative"; the number of people allowed to be present vs. the number of people allowed to represent at the hearing; the fact that the instances of excessive attendees are rare; sticking with the existing language if the Chair has discretion over the conduct of the hearing; ensuring maximum flexibility; employee suspension; mitigation of damages; City requirements; interpretation of language; past practices; the pre-hearing conference; consistency of language; minor language changes discussed and agreed upon; clarification and changing the word "serve" to "provide"; and appellant information.

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

INCORPORATE COMMENTS AND MINOR CLARIFYING EDITS TO THE PROPOSED AMENDMENTS TO CIVIL SERVICE RULES 6, 7, 8, 11. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, GALLAGHER, KUECHLE

NOES: NONE

ABSENT: OCHOA

A-2

Revised Classification Specification and Promotional Recruitment Bulletin: Fire Engineer

Ofelia Garcia, Human Resources Analyst, provided a summary of the material of record.

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

1. APPROVE THE REVISED CLASSIFICATION SPECIFICATION FOR FIRE ENGINEER.

2. APPROVE THE REVISED PROMOTIONAL ONLY RECRUITMENT BULLETIN FOR FIRE ENGINEER. THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, DALY REDHOLTZ, GALLAGHER, KUECHLE

NOES: NONE

ABSENT: OCHOA

ITEMS FROM MEMBERS/STAFF

Serena Wright, Human Resources Director, indicated that she would make corrections to the staff report requested by Commissioner Daly Redholtz; she thanked Chair Gallagher for his service to the Commission; and she congratulated Commissioner Daly Redholz on her reappointment to the Commission and Vince Motyl on his appointment to the Commission.

- a. Recruitment/Testing/Tentative
- b. Current Active Eligible Lists
- c. Employees Receiving Acting Pay
- d. Probationary Report

PUBLIC COMMENT - Items NOT On The Agenda (continued)

Chair Gallagher invited public comment.

No speakers came forward and no cards were received.

ITEMS FROM CIVIL SERVICE COMMISSION MEMBERS

Commissioners thanked Chair Gallagher for his service.

Chair Gallagher thanked the staff, the City Council and his fellow Commissioners for their support and confidence in him.

ADJOURN

MOVED BY COMMISSIONER KUECHLE AND SECONDED BY VICE CHAIR CHERNESS THAT THE CIVIL SERVICE COMMISSION: ADJOURN

AYES: CHERNESS, DALY REDHOLTZ, GALLAGHER, KUECHLE

NOES: NONE

ABSENT: OCHOA

There being no further business, at 7:38 P.M., the Civil Service Commission adjourned to a meeting to be held at 7:00 P.M. on Wednesday, July 1, 2015 in the Mike Balkman Council Chambers at City Hall.