



City Hall
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Chair Richard Ochoa
Vice Chair Darryl Cherness
Commissioner Vicki Daly Redholtz
Commissioner John Kuechle
Commissioner Vincent Motyl

CIVIL SERVICE COMMISSION

Meeting Minutes

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

7:00 PM

Wednesday, November 4, 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

CALL TO ORDER AND 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

REGULAR SESSION**PUBLIC COMMENT - Items NOT On The Agenda**

Chair Ochoa invited public comment.

No speakers came forward and no cards were received.

RECEIPT OF CORRESPONDENCE

None.

PRESENTATIONS

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.

CONSENT CALENDAR ITEMS

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

C-1 Approval of Minutes for the Regular Meeting of October 7, 2015

C-2 Extension of Eligible Lists: Maintenance Painter and Transit Operations Supervisor (Open and Competitive)

C-3

CC - Adoption of a Resolution Authorizing the Destruction of Examination Materials in the Human Resources Department Which are More than Two (2) Years Old.

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.

ORDER OF THE AGENDA**PUBLIC COMMENT - Items NOT On The Agenda (Continued)**

Chair Ochoa invited public comment.

No speakers came forward and no cards were received.

ITEMS FROM CIVIL SERVICE COMMISSION MEMBERS

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.

ITEMS FROM MEMBERS/STAFF

None.

- a. Recruitment/Testing/Tentative
- b. Current Active Eligible List
- c. Acting Pay Log
- d. Probationary Report

ADJOURN

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.