

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
CULVER CITY, CALIFORNIA

April 2, 2025
7:00 P.M.

Call to Order & Roll Call

The regular meeting of the Civil Service Commission was called to order at 7:04 P.M. in Mike Balkman Council Chambers at Culver City Hall.

Present: Chair Chi Ming Gong
Vice Chair Michele Van Gelderen
Commissioner Rachelle Jackson
Commissioner Peter Stern

Absent: Commissioner Sal LaPardo

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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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Order of the Agenda

No changes were made.

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Action Items

Item A-1

Approval of New Promotional Recruitment Bulletin for Environmental Compliance Inspector

Stephanie Condran provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding clarification that the position would work alongside the contractor used for compliance inspection; current responsibility for the functions; and the vacant position.

THE CIVIL SERVICE COMMISSION APPROVED THE PROMOTIONAL RECRUITMENT BULLETIN FOR ENVIRONMENTAL COMPLIANCE INSPECTOR.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-2

Consideration of a Request for a Closed Hearing to Appeal a Disciplinary Action

Amy Webber introduced the item noting that the employee had requested a closed hearing, and she recommended taking a brief recess to secure the room to protect the privacy of the employee involved.

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Recess/Reconvene

Chair Gong called a recess from 7:12 p.m. to 7:49 p.m. to allow the room to be cleared of any members of the public other than authorized representatives for consideration of the request.

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Item A-2
(Continued)

Consideration of a Request for a Closed Hearing to Appeal a Disciplinary Action

Chair Gong reported that the Commission had voted 4-0 to hear the appeal and he indicated that the hearing was scheduled to begin on June 23, 2025 with the pre-hearing conference scheduled for May 28, 2025.

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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

None.

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Items from Civil Service Commissioners

Chair Gong expressed gratitude for the work of staff to reduce the vacancy list noting issues in Los Angeles.

Dana Anderson, Human Resources Director, expressed appreciation to her team for their recruitment efforts, reductions to vacancies, and increased number of employees.

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Adjournment

There being no further business, at 7:53 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, May 7, 2025.

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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

16 JUNE 2025

Date