

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

July 6, 2016
7:00 P.M.

Call to Order & 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

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Public Comment - Items Not On the Agenda

Chair Ochoa invited public comment.

No speakers came forward and no cards were received.

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Receipt and Filing of Correspondence

None.

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Consent Calendar

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER DALY REDHOLTZ AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE CONSENT CALENDAR ITEMS C-1 AND C-2.

Item C-1

Meeting Minutes

THAT THE CIVIL SERVICE COMMISSION APPROVE THE MINUTES FOR THE REGULAR MEETING OF JUNE 1, 2016.

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Item C-2

Extension of Eligible Lists: Solid Waste and Recycling Operations Supervisor

THAT THE CIVIL SERVICE COMMISSION: APPROVE THE EXTENSION OF ELIGIBLE LISTS: SOLID WASTE AND RECYCLING OPERATIONS SUPERVISOR.

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Presentation

Item P-2
(Out of Sequence)

Outstanding Job Performance Recognition: David Ambriz, Facilities Maintenance Worker, Public Works Maintenance Operations Division

Serena Wright, Administrative Services Director, provided a summary of the material of record.

Eric Mirzaian, Maintenance Operations Manager, discussed the many skills and accomplishments of David Ambriz.

David Ambriz, Facilities Maintenance Worker, thanked everyone involved in his acknowledgement.

Commissioners congratulated Mr. Ambriz on the recognition and thanked him for his efforts on behalf of the City.

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Item P-1

Commendation for Former Commissioner Richard Ochoa

Serena Wright, Administrative Services Director, thanked Chair Ochoa for his leadership and service during his term.

Commissioners and staff thanked Chair Ochoa for his service and contributions to the Civil Service Commission.

Chair Ochoa remembered his two terms fondly and voiced appreciation for the Commissioners and staff.

Serena Wright, Administrative Services Director, presented the commendation to Chair Ochoa.

Chair Ochoa left the dais.

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Action Items

Item A-1

(1) Administration of Oath of Office to Appointed Commission Member; and (2) Selection of the Chair and Vice Chair

Yohana Coronel, City Clerk employee, administered the Oath of Office to appointed Commissioner Albert Vera.

MOVED BY COMMISSIONER DALY REDHOLTZ, SECONDED BY COMMISSIONER MOTYL AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION: APPOINT DARRYL CHERNESS TO SERVE AS CHAIR AND JOHN KUECHLE AS VICE CHAIR OF THE CIVIL SERVICE COMMISSION FOR FISCAL YEAR 2016-2017.

Commissioner Daly Redholtz congratulated Chair Cherness and Vice Chair Kuechle, and welcomed Commissioner Vera.

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Item A-2

Revised Classification Specification: Senior Enterprise Business Analyst

Staff provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding the heavy lifting requirement, and the origin of the title.

MOVED BY VICE CHAIR KUECHLE, SECONDED BY COMMISSIONER DALY REDHOLTZ AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION: APPROVE THE REVISIONS TO THE CLASSIFICATION SPECIFICATION FOR SENIOR ENTERPRISE BUSINESS ANALYST.

Serena Wright, Administrative Services Director, clarified that staff would make revisions consistent with other sedentary class

specifications as it relates to the physical requirements of the position.

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Public Comment - Items NOT on the Agenda (continued)

Chair Cherness invited public comment.

No speakers came forward and no cards were received.

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Items From Staff

None.

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Items From Commissioners

None.

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Adjournment

There being no further business, at 7:26 P.M., the Civil Service Commission adjourned to a meeting to be held at 7:00 P.M. on Wednesday, August 3, 2016 in the Mike Balkman Council Chambers at City Hall.

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Serena Wright

ADMINISTRATIVE SERVICES DIRECTOR OF CULVER CITY, CALIFORNIA

SECRETARY TO THE CIVIL SERVICE COMMISSION

Culver City, California

APPROVED 8/3/2016

DARRYL CHERNESS

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 Green
DEPUTY CITY CLERK

Date