

REGULAR MEETING OF THE  
CIVIL SERVICE COMMISSION  
CULVER CITY, CALIFORNIA

April 6, 2022  
7:00 P.M.

### **Call to Order & Roll Call**

The regular meeting of the Civil Service Commission was called to order at 7:01 P.M. in Mike Balkman Council Chambers at Culver City Hall.

Present: Chair John Kuechle  
Vice Chair Chi Ming Gong  
Commissioner Stewart Bubar

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### **Pledge of Allegiance**

Chair Kuechle led the Pledge of Allegiance.

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### **Public Comment - Items Not On the Agenda**

Chair Kuechle invited public comment.

Amy Webber, Human Resources Analyst, indicated that no requests to speak had been received.

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### **Receipt of Correspondence**

Amy Webber, Human Resources Analyst, indicated that no correspondence had been received.

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**Action Items**

Item A-1

**Administration of the Oath of Office to New Commission Member**

Amy Webber, Human Resources Analyst, administered the Oath of Office to Michele Van Gelderen and welcomed her to the Commission.

Chair Kuechle welcomed Commissioner Van Gelderen to the Commission.

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**Closed Session**

At 7:08 P.M. Chair Kuechle recessed the meeting to Closed Session for consideration of Item CS-1 in the Closed Session Room.

Item CS-1 Pursuant to Government Code 54957(b) Public Employee Discipline/Dismissal/Release

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**Reconvene**

Chair Kuechle reconvened the regular meeting of the Civil Service Commission at 7:20 P.M. noting that there was nothing to report out from Closed Session.

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**Consent Calendar**

MOVED BY VICE CHAIR GONG AND SECONDED BY COMMISSIONER BUBAR THAT THE CIVIL SERVICE COMMISSION APPROVE CONSENT CALENDAR ITEMS C-1 AND C-2.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BUBAR, GONG, KUECHLE  
NOES: NONE  
ABSTAIN: VAN GELDEREN

**Meeting Minutes**

THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR CIVIL SERVICE COMMISSION MEETING OF FEBRUARY 2, 2021 AS SUBMITTED.

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Item C-2

**Extension of Eligible List: Building Engineer, Code Enforcement Officer, Facilities Maintenance Supervisor, Fire Prevention Specialist (Promotional), Maintenance Worker I, and Subdrain Worker**

THAT THE CIVIL SERVICE COMMISSION:

1. EXTEND THE ELIGIBLE LIST FOR BUILDING ENGINEER, AND,
2. EXTEND THE ELIGIBLE LIST FOR CODE ENFORCEMENT OFFICER, AND,
3. EXTEND THE ELIGIBLE LIST FOR FACILITIES MAINTENANCE SUPERVISOR, AND,
4. EXTEND THE ELIGIBLE LIST FOR FIRE PREVENTION SPECIALIST (PROMOTIONAL), AND,
5. EXTEND THE ELIGIBLE LIST FOR MAINTENANCE WORKER I, AND,
6. EXTEND THE ELIGIBLE LIST FOR SUBDRAIN WORKER.

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**Order of the Agenda**

Item A-1 was heard after Receipt and Filing of Correspondence, the Closed Session Item was heard after Item A-1, Public Comment for Items NOT On the Agenda (Continued) and Items from Staff and Commissioners were heard before Item A-2.

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**Public Hearings**

Item PH-1

**(1) Consider Amendments to the Civil Service Rules, Rule 3; and (2) Make Recommendations to the City Council for Approval and Adoption of Amendments.**

Amy Webber, Human Resources Analyst, indicated that the staff report had been distributed to Commissioners as part of the agenda packet and she provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding difficulty understanding the redlined version of the rules; understanding the changes reflected in the different versions of the document; the memo from Mate Gaspar expressing concern with the changes to Rule 3; information shared by the Culver City Management Group at the September meeting; items that are part of the official record that the Commission is seeing for the first time; comments read into the record by the Culver City Employee Association at the September meeting; clarification that no other documents are part of the official record that were not provided to Commissioners; the feeling that the item can move forward; addressing issues by clarifying how a request is made; the appeals process; and support for approval of the item.

Cristina Talley, Talley and Talley Law, indicated that since Commissioner Van Gelderen had not participated in all of the Public Hearings, it would not be appropriate for her to deliberate or vote on the item.

Chair Kuechle invited public comment.

Amy Webber, Human Resources Analyst, indicated that no public comment had been received.

MOVED BY COMMISSIONER BUBAR, SECONDED BY VICE CHAIR GONG AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION CLOSE THE PUBLIC HEARING.

The vote was taken again as Commissioner Van Gelderen was meant to abstain.

MOVED BY COMMISSIONER BUBAR AND SECONDED BY VICE CHAIR GONG  
THAT THE CIVIL SERVICE COMMISSION CLOSE THE PUBLIC HEARING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BUBAR, GONG, KUECHLE  
NOES: NONE  
ABSTAIN: VAN GELDEREN

MOVED BY COMMISSIONER BUBAR AND SECONDED BY VICE CHAIR GONG  
THAT THE CIVIL SERVICE COMMISSION RECOMMEND THAT CITY COUNCIL  
APPROVE AND ADOPT PROPOSED AMENDMENTS TO CIVIL SERVICE RULES,  
RULE 3: CLASSIFICATION AS DRAFTED BY THE SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BUBAR, GONG, KUECHLE  
NOES: NONE  
ABSTAIN: VAN GELDEREN

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**Public Comment - Items NOT on the Agenda (Continued)**

Chair Kuechle invited public comment.

Amy Webber, Human Resources Analyst, indicated that no public  
comment had been received for Items NOT on the Agenda.

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**Items from Staff**

Amy Webber, Human Resources Analyst, indicated that former  
Commissioner Greenspan had resigned his position and the City  
Clerk's Office was advertising to fill the vacant position as  
well as for an additional seat that will be vacant at the end  
of the Fiscal Year with a start date of July 2022.

Discussion ensued between staff and Commissioners regarding  
reconsideration of previously submitted applications and  
appreciation to Mr. Greenspan for his work on the Commission.

Chair Kuechle discussed the cancellation of the previous  
Commission meeting; the need to understand the process; and he  
received Commission consensus to place an item on the next  
agenda regarding reasons for cancelling meetings without

scheduling replacement meetings.

Commissioner Bubar expressed appreciation for the ability to meet in-person again.

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**Closed Session**

Item A-2

**Consideration of Remand from the Los Angeles County Superior Court Regarding Personnel Matter pursuant to Government Code section 54957(b)**

Chair Kuechle discussed procedures for consideration of the item and adjourned the meeting to Closed Session at 7:57 P.M.

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**Reconvene**

Chair Kuechle reconvened the meeting at 9:27 P.M. with three Commissioners present (absent Commissioner Van Gelderen).

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**Adjournment**

There being no further business, at 9:30 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, May 4, 2022.

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Dana Anderson

Director of Human Resources, of Culver City, California

SECRETARY TO THE CIVIL SERVICE COMMISSION

Culver City, California

APPROVED \_\_\_\_\_

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John Kuechle

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.

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Jeremy Green

CITY CLERK

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Date