

REGULAR MEETING OF THE  
CIVIL SERVICE COMMISSION  
CULVER CITY, CALIFORNIA

May 1, 2024  
7:00 P.M.

**Call to Order & Roll Call**

The regular meeting of the Civil Service Commission was called to order at 7:03 P.M. in Mike Balkman Council Chambers at Culver City Hall and on Webex.

Present: Chair Chi Ming Gong  
Commissioner Rachelle Jackson  
Commissioner Sal LaPardo  
Commissioner Peter Stern

Absent: Vice Chair Michele Van Gelderen

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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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**Consent Calendar**

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

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GONG, JACKSON, LAPARDO, STERN

NOES: NONE

ABSENT: VAN GELDEREN

Item C-1

**Approval of Minutes for the Regular Civil Service Commission Meeting of March 6, 2024**

THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR CIVIL SERVICE COMMISSION MEETING OF MARCH 6, 2024 AS WRITTEN.

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Item C-2

**Extension of Eligible List(s): Maintenance Electrician, Sewer Lift Station Electro Mechanic, and Permit Technician II**

THAT THE CIVIL SERVICE COMMISSION:

1. APPROVE THE EXTENSION OF THE ELIGIBLE LIST FOR MAINTENANCE ELECTRICIAN; AND,
2. APPROVE THE EXTENSION OF THE ELIGIBLE LIST FOR SEWER LIFT STATION ELECTRO MECHANIC; AND,
3. APPROVE THE EXTENSION OF THE ELIGIBLE LIST FOR PERMIT TECHNICIAN II.

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**Approval of New Recruitment Bulletin: Senior Pool Manager**

Stephanie Condran, Human Resources Analyst, provided a summary of the material of record.

MOVED BY COMMISSIONER STERN AND SECONDED BY CHAIR GONG THAT THE CIVIL SERVICE COMMISSION: APPROVE THE NEW RECRUITMENT BULLETIN FOR SENIOR POOL MANAGER.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GONG, JACKSON, LAPARDO, STERN

NOES: NONE

ABSENT: VAN GELDEREN

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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 additional requests to speak for Items NOT on the Agenda had been received.

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**Items from Staff**

Dana Anderson, Human Resources Director, discussed the unanimous vote of the Commission at the February 7, 2024 regular Commission meeting to hear a disciplinary appeal hearing on June 3 and 7 during City Hall business hours; the pre-hearing conference required and scheduled to be held on May 13; staff agreement to provide the full Commission with the confirmed start time and location for the June 3 hearing following the conference; the staff request for Commissioners to hold the five agreed upon days for the hearing open; she referenced the unanimous Commission vote on February 1, 2023 that a disciplinary appeal hearing be sent to a hearing officer regarding a Fire Department employee; she discussed the prior update regarding settlement discussions that did not draw to a resolution; she reported upcoming hearing dates

scheduled for October 9, 10 and December 3; and she indicated that staff would have an update at the conclusion of the hearings.

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**Items from Civil Service Commissioners**

Chair Gong acknowledged staff workload and efforts in hiring new employees.

Dana Anderson, Human Resources Director, thanked Chair Gong for noticing the accomplishments adding that it was better to have new employees than a high vacancy rate, and she thanked Chair Gong for his connection with LA Trade Tech noting that a job bulletin had been sent over.

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**Adjournment**

There being no further business, at 7:13 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, June 5, 2024.

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Dana Anderson  
Human Resources Director, Culver City, California  
SECRETARY TO THE CIVIL SERVICE COMMISSION  
Culver City, California

APPROVED \_\_\_\_\_

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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.

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Jeremy Bocchino  
CITY CLERK

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Date