

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

August 3, 2016
7:00 P.M.

Call to Order & Roll Call

Chair Cherness called the meeting of the Civil Service Commission to order at 7:02 P.M.

Present: Chair Darryl Cherness
Vice Chair John Kuechle
Commissioner Vince Motyl
Commissioner Albert Vera

Absent: Commissioner Vicki Daly Redholtz

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Public Comment - Items Not On the Agenda

Chair Cherness 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 MOTYL AND SECONDED BY COMMISSIONER VERA
THAT THE CIVIL SERVICE COMMISSION APPROVE CONSENT CALENDAR ITEMS
C-1 AND C-2.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, KUECHLE, MOTYL, VERA
NOES: NONE
ABSENT: DALY REDHOLTZ

Item C-1

Meeting Minutes

THAT THE CIVIL SERVICE COMMISSION APPROVE THE MINUTES FOR THE REGULAR MEETING OF JULY 6, 2016.

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Item C-2

Extension of Eligible List: Associate Analyst (Promotional)

THAT THE CIVIL SERVICE COMMISSION: APPROVE THE EXTENSION OF ELIGIBLE LIST: ASSOCIATE ANALYST (PROMOTIONAL).

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Action Items

Item A-1

New Classification Specification: Systems Support Manager

Serena Wright-Black, Administrative Services Director, provided a summary of the material of record and noted a correction on the first page of the class specification under Supervision Received and Exercised that would ensure consistency and provide more flexibility.

Discussion ensued between staff and Commissioners regarding the requirement to lift fifty pounds; whether tasks that may or may not be performed are considered essential; and clarification that the change would require that the position report to the Chief Information Officer.

MOVED BY COMMISSIONER VERA AND SECONDED BY VICE CHAIR KUECHLE THAT THE CIVIL SERVICE COMMISSION: APPROVE THE NEW CLASS SPECIFICATION FOR SYSTEMS SUPPORT MANAGER.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: CHERNESS, KUECHLE, MOTYL, VERA

NOES: NONE

ABSENT: DALY REDHOLTZ

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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 Commissioners

Commissioner Motyl received clarification regarding the 2014 Ban the Box legislation requiring changes to the conviction record question asked on the City Application form.

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Items from Staff

Serena Wright-Black, Administrative Services Director, introduced Stephanie Condran, a new administrative support staff employee.

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Adjournment

There being no further business, at 7:11 P.M., the Civil Service Commission adjourned to a meeting to be held at 7:00 P.M. on Wednesday, September 7, 2016 in the Mike Balkman Council Chambers at City Hall.

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Serena Wright-Black
ADMINISTRATIVE SERVICES DIRECTOR of Culver City, California
SECRETARY TO THE CIVIL SERVICE COMMISSION
Culver City, California

APPROVED September 7, 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