

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

October 4, 2017
7:00 P.M.

Call to Order & Roll Call

Chair Kuechle called the meeting of the Civil Service Commission to order at 7:00 P.M.

Present: Chair John Kuechle
Vice Chair Vicki Daly Redholtz
Commissioner Darryl Cherness
Commissioner Albert Vera

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Pledge of Allegiance

The Pledge of Allegiance was led by Albert Vera.

Chair Kuechle reported that Commissioner Motyl had passed away on September 13 and he discussed Mr. Motyl's dedication to the City and his kindness.

Commissioners discussed their friendships with Mr. Motyl and his many accomplishments, and it was suggested that a posthumous commendation be presented by the City Council.

MOVED BY VICE CHAIR DALY REDHOLTZ, SECONDED BY COMMISSIONER CHERNESS AND UNANIMOUSLY CARRIED THAT WHEN THIS MEETING IS ADJOURNED THAT IT BE ADJOURNED IN MEMORY OF VINCE MOTYL.

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Public Comment - Items Not On the Agenda

Chair Kuechle 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 CHERNESS, SECONDED BY COMMISSIONER VERA 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 MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 6, 2017.

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Item C-2

Extension of Eligible Lists: Forensic Specialist and Training and Safety Instructor

THAT THE CIVIL SERVICE COMMISSION EXTEND THE ELIGIBLE LISTS FOR FORENSIC SPECIALIST AND TRAINING AND SAFETY INSTRUCTOR.

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Action Item

Item A-1

Revised Classification Specification and Recruitment Bulletins: Maintenance Worker I

Kashawn Mariner, Human Resources Technician, provided a summary of the material of record for Items A-1 and A-2.

Discussion ensued between staff and Commissioners regarding clarification that differences in physical requirements and working condition in the description between Maintenance Worker I and II are an oversight; effective protection from inclement weather; medians and bike paths; and training and experience requirements.

MOVED BY COMMISSIONER VERA, SECONDED BY VICE CHAIR DALY REDHOLTZ AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION:

1. APPROVE THE REVISED CLASSIFICATION SPECIFICATION FOR MAINTENANCE WORKER I, WITH MODIFICATIONS AS DISCUSSED; AND
2. APPROVE THE REVISED RECRUITMENT BULLETINS FOR MAINTENANCE WORKER I.

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Item A-2

Revised Classification Specification and Recruitment Bulletins: Maintenance Worker II

MOVED BY COMMISSIONER CHERNESS, SECONDED BY COMMISSIONER VERA AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION:

1. APPROVE THE REVISED CLASSIFICATION SPECIFICATION FOR MAINTENANCE WORKER II; AND
2. APPROVE THE REVISED RECRUITMENT BULLETINS FOR MAINTENANCE WORKER II, BOTH WITH MODIFICATIONS AS DISCUSSED.

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Item A-3

Discussion Regarding Drug Testing Policy and Procedures

Discussion ensued between staff and Commissioners regarding what happens if an employee cannot provide the required sample; alternate testing; bargaining; Commission responsibility to make a determination; changes since the policy was written in 1994; recreational marijuana; Department of Transportation

regulations; the prohibition on coming to work under the influence; overhaul of the City Council policy; testing methods and efficiency; the bargaining process; separate tests; split sample testing; alternate tests to Federal testing; putting in a system to eliminate the need for the Commission to have to determine which doctor is correct; and a request for updates to the Commission before a hearing comes forward.

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Public Comment - Items NOT on the Agenda (continued)

Chair Kuechle invited public comment.

No speakers came forward and no cards were received.

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Items from Commissioners

Vice Chair Daly Redholtz received clarification regarding possible reasons why appeals are not coming forward anymore.

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Items from Staff

Serena Wright Black, Administrative Services Director, echoed Commissioner comments regarding the loss of Vince Motyl.

Chair Kuechle distributed a condolence letter to former Commissioner Motyl's family for Commission signatures.

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Adjournment

There being no further business, at 7:36 P.M., the Civil Service Commission adjourned in memory of Vince Motyl to a meeting to be held at 7:00 P.M. on Wednesday, November 1, 2017 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 November 1, 2017

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.

Jeremy Green
CITY CLERK

Date