

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
CULVER CITY, CALIFORNIA

September 4, 2019
7:00 P.M.

Call to Order & Roll Call

Chair Albert Vera called the regular meeting of the Civil Service Commission to order at 7:02 P.M. in Mike Balkman Council Chambers at Culver City Hall.

Present: Chair Albert Vera
Vice Chair Darryl Cherness
Commissioner Michelle Ford
Commissioner John Kuechle

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Pledge of Allegiance

The Pledge of Allegiance was led by Vicki Daly Redholtz.

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Public Comment - Items Not On the Agenda

Chair Vera invited public comment.

No cards were received and no speakers came forward.

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Receipt and Filing of Correspondence

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

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The following item was considered out of sequence.

Action Items

Item A-1

Administration of the Oath of Office to Appointed Commission Member

Amy Webber, Human Resources Analyst, administered the Oath of Office to Danielle Sheppard.

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Presentations

Item P-1

Commendation for Former Commission Member Vicki Daly Redholtz

Amy Webber, Human Resources Analyst, expressed appreciation to Vicki Daly Redholtz for her service on the Commission.

Lisa Vidra, Senior Deputy City Attorney, thanked Vicki Daly Redholtz for her service on the Civil Service and Parks, Recreation and Community Services Commissions.

Commissioner Ford asserted that Vicki Daly Redholtz was a shining example of leadership and acknowledged all the work she has done for the City.

Vice Chair Cherness expressed appreciation to Vicki Daly Redholtz for her contributions to the Commission and for her assistance when he first joined the Commission.

Commissioner Kuechle expressed appreciation for insights provided by Vicki Daly Redholtz noting that her contributions would continue to have impact.

Chair Vera thanked Vicki Daly Redholtz for her friendship and mentorship and he presented her with a plaque.

Vicki Daly Redholtz indicated that it was an honor to serve on the Commission; thanked staff and Commissioners for their support; and she expressed faith in the Commission to continue to do excellent work.

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Consent Calendar

Item C-1

Meeting Minutes

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER FORD AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF JULY 3, 2019.

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Item C-2

Extension of Eligible Lists: Building Safety Inspector - Electrical; Police Sergeant (Promotional); Public Works Inspector; Senior Public Works Inspector

MOVED BY COMMISSIONER KUECHLE, SECONDED BY COMMISSIONER FORD AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION EXTEND THE ELIGIBLE LISTS FOR BUILDING SAFETY INSPECTOR - ELECTRICAL, POLICE SERGEANT (PROMOTIONAL), PUBLIC WORKS INSPECTOR, AND SENIOR PUBLIC WORKS INSPECTOR.

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Order of the Agenda

Item A-1 was moved ahead of the Presentation.

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Action Items

Item A-2

New Classification Specification: Deputy Building Official

Serena Wright-Black, Assistant City Manager, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding substantive City Council review of the item; consistency in the language; the one position budgeted to the classification; making references to the position singular in the document; and grammatical changes for clarity.

MOVED BY VICE CHAIR CHERNESS, SECONDED BY COMMISSIONER FORD AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE THE NEW CLASSIFICATION SPECIFICATION FOR DEPUTY BUILDING OFFICIAL WITH MINOR GRAMMATICAL CHANGES.

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Public Comment - Items NOT on the Agenda (continued)

Chair Vera invited public comment.

No speakers came forward and no cards were received.

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Items from Staff

Serena Wright-Black, Assistant City Manager, expressed appreciation to Vicki Daly Redholtz for her partnership, advice and counsel, and she introduced the interim Human Resources and Equity Manager, Mily Huntley.

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Items from Commissioners

None.

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Adjournment

There being no further business, at 7:22 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, October 2, 2019 in the Mike Balkman Council Chambers at City Hall.

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Serena Wright-Black
ASSISTANT CITY MANAGER of Culver City, California
SECRETARY TO THE CIVIL SERVICE COMMISSION
Culver City, California

APPROVED _____

ALBERT VERA
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