

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
CULVER CITY, CALIFORNIA

July 7, 2021
7:00 P.M.

Call to Order & Roll Call

Vice Chair Kuechle called the regular meeting of the Civil Service Commission to order at 7:27 P.M. in Mike Balkman Council Chambers at Culver City Hall via Webex.

Present: Vice Chair John Kuechle
Commissioner Chi Ming Gong
Commissioner Robert Greenspan
Commissioner Danielle Sheppard

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Pledge of Allegiance

Vice Chair Kuechle led the Pledge of Allegiance.

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Public Comment - Items Not On the Agenda

Vice Chair Kuechle invited public comment.

Amy Webber, Human Resources Analyst, reported no requests to make public comment.

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Receipt and Filing of Correspondence

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

Vice Chair Kuechle asked about a letter he received dated June 25, 2021 from Kimberly Riley.

Cristina Talley, Talley and Talley Law, discussed email received from Kimberly Riley relating to an administrative

personnel appeal from several years ago; she reported responding with an email advising that the item could be placed on a future agenda for the Commission; discussed scheduling; and, responding to inquiry, she indicated she would provide information to Commissioners and noted the plan to have the item on the open and closed agenda adding that Commissioners would be fully briefed in writing with time to consider all of it.

MOVED BY VICE CHAIR KUECHLE, SECONDED BY COMMISSIONER GREENSPAN AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION RECEIVE AND FILE CORRESPONDENCE.

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Action Item

Item A-1

(1) Administration of the Oath of Office to Newly Appointed Commission Member; and (2) Selection of the Chair and Vice Chair

Vice Chair Kuechle indicated that the Oath of Office had previously been administered to new Commissioner Stewart Bubar.

Amy Webber, Human Resources Analyst, welcomed Commissioner Bubar to the Commission.

MOVED BY COMMISSIONER GREENSPAN, SECONDED BY COMMISSIONER GONG AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION SELECT VICE CHAIR KUECHLE TO SERVE AS CHAIRPERSON AND DANIELLE SHEPPARD TO SERVE AS VICE CHAIRPERSON UNTIL THE NEXT REORGANIZATION IN JULY 2022 OR THEREAFTER.

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Consent Calendar

Item C-1

Meeting Minutes

MOVED BY COMMISSIONER GONG, SECONDED BY VICE CHAIR SHEPPARD AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF JUNE 2, 2021.

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Item C-2

Extension of Eligible Lists: City Clerk Specialist and Sanitation Driver

MOVED BY COMMISSIONER GONG, SECONDED BY COMMISSIONER GREENSPAN AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION:

1. EXTEND THE ELIGIBLE LIST FOR CITY CLERK SPECIALIST, AND
2. EXTEND THE ELIGIBLE LIST FOR SANITATION DRIVER.

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Order of the Agenda

Action Item A-1 was considered after Receipt and Filing of Correspondence.

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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

Walter Castillo, Human Resources and Equity Manager, provided an update on the Subcommittee for the Review of Civil Service Rules.

Discussion ensued between staff and Commissioners regarding a suggestion to return to the Commission regarding finalization of rules as they move forward; recommendations made to change language for Rule No. 3; upcoming meetings of the Subcommittee; consideration of Rules 4, 5 and 6 next month; appreciation for the efforts of staff and Commissioners; the request for in-person meetings; in-person ad hoc subcommittee meetings; City Council purview over Commission meetings; clarification that

since the item is not agendaized, an action cannot be taken; staff agreement to email all Commissioners the response to inquiries regarding in-person meetings; concern that the item regarding in-person meetings had been taken off the agenda; the final decision about in-person meetings to be made by the City Council; a request for an email citing the legal authority of the City Council to determine how the Commission meets; the desire of the Commission to go on record as being in favor of holding the meetings in person; jurisdiction issues; limitations on the actions a Commission can take; and the inability for the Commission to override the City Council.

Amy Webber, Human Resources Analyst, welcomed new Commissioner Stewart Bubar.

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Items from Commissioners

Commissioner Greenspan welcomed new Commissioner Stewart Bubar.

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Adjournment

There being no further business, at 8:01 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, August 4, 2021.

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Walter Castillo
Human Resources & Equity Manager, of Culver City, California
SECRETARY TO THE CIVIL SERVICE COMMISSION
Culver City, California

APPROVED _____

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