

REGULAR MEETING OF THE  
CIVIL SERVICE COMMISSION  
CULVER CITY, CALIFORNIA

January 3, 2024  
7:00 P.M.

**Call to Order & Roll Call**

The regular meeting of the Civil Service Commission was called to order at 7:01 P.M. in Mike Balkman Council Chambers at Culver City Hall and on Webex.

Present: Vice Chair Michele Van Gelderen  
Commissioner Rachelle Jackson  
Commissioner Sal LaPardo

Absent: Chair Chi Ming Gong  
Commissioner Peter Stern

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**Pledge of Allegiance**

Vice Chair Van Gelderen led the Pledge of Allegiance.

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**Public Comment - Items NOT On the Agenda**

Vice Chair Van Gelderen invited public comment.

The following members of the public addressed the Commission:

JT Parr expressed concern with local municipalities shutting down beaches due to large waves, and he asked to be allowed to determine his own fate.

Vice Chair Van Gelderen thanked Mr. Parr for his comments and noted that was outside of the jurisdiction of the Commission.

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

THE MOTION CARRIED BY THE FOLLOWING VOTE;

AYES: JACKSON, LAPARDO, VAN GELDEREN

NOES: NONE

ABSENT: GONG, STERN

Item C-1

**Approval of Minutes for the Regular Meeting of December 6, 2023**

THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF DECEMBER 6, 2023 AS WRITTEN.

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Item C-2

**Extension of Eligible List(s): Animal Services Officer and Deputy City Clerk**

THAT THE CIVIL SERVICE COMMISSION:

1. EXTEND THE ELIGIBLE LIST FOR ANIMAL SERVICES OFFICER.
2. EXTEND THE ELIGIBLE LIST FOR DEPUTY CITY CLERK.

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**Approval of New Promotional Recruitment Bulletin Cement Finisher**

Tiffany Johnson, Human Resources Analyst, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding clarification that the position is not new.

MOVED BY COMMISSIONER JACKSON AND SECONDED BY COMMISSIONER LAPARDO THAT THE CIVIL SERVICE COMMISSION: APPROVE THE PROMOTIONAL RECRUITMENT BULLETIN FOR CEMENT FINISHER.

THE MOTION CARRIED BY THE FOLLOWING VOTE.

AYES: JACKSON, LAPARDO, VAN GELDEREN

NOES: NONE

ABSENT: GONG, STERN

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Item A-2

- (1) Discussion of the Draft Written Report to City Council Regarding Accomplishments by the Civil Service Commission; and
- (2) Authorize Transmittal of the Report to City Council

Amy Webber, Human Resources Analyst, provided a summary of the material of record.

Discussion ensued between staff and Commissioners regarding appreciation to staff for their efforts to create a clear, complete, and concise document.

MOVED BY VICE CHAIR VAN GELDEREN AND SECONDED BY COMMISSIONER JACKSON AND THAT THE CIVIL SERVICE COMMISSION: AUTHORIZE STAFF TO FINALIZE THE REPORT AND TRANSMIT IT TO CITY COUNCIL.

THE MOTION CARRIED BY THE FOLLOWING VOTE;

AYES: JACKSON, LAPARDO, VAN GELDEREN

NOES: NONE  
ABSENT: GONG, STERN

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**Public Comment - Items NOT on the Agenda (Continued)**

Vice Chair Van Gelderen 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**

Amy Webber, Human Resources Analyst, indicated that communication from staff had been distributed to Commissioners in response to the previous request made by Vice Chair Van Gelderen to hold virtual Commission meetings.

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**Items from Civil Service Commissioners**

Vice Chair Van Gelderen expressed appreciation to staff for researching her request and noted that the Commission would continue to meet in person.

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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, February 7, 2024.

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Dana Anderson

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

APPROVED \_\_\_\_\_



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.



Jeremy Bocchino  
CITY CLERK

12 FEB 2024  
Date