

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
CULVER CITY, CALIFORNIA

February 2, 2022
7:00 P.M.

Call to Order & Roll Call

The regular meeting of the Civil Service Commission was called to order at 7:12 P.M. in Mike Balkman Council Chambers at Culver City Hall via Webex.

Present: Chair John Kuechle
Vice Chair Chi Ming Gong
Commissioner Stewart Bubar

Absent: Commissioner Robert Greenspan

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Pledge of Allegiance

Chair Kuechle led the Pledge of Allegiance.

Amy Webber, Human Resources Analyst, indicated that Chief Financial Officer Onyx Jones could not be present for the meeting, but that Interim Human Resources Director Steven Pham was in attendance; she apologized for issues with the audio for the meeting; and she stated that staff needed to make a correction in the agenda packet.

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Public Comment - Items Not On the Agenda

Chair Kuechle invited public comment.

Amy Webber, Human Resources Analyst, indicated that no requests to speak had been received.

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Receipt and Filing of Correspondence

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

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Presentation

Item P-1

Outstanding Job Performance Recognition: Jesse Macgregor, Subdrain Worker for Maintenance Operations Division, Public Works Department

Amy Webber, Human Resources Analyst, introduced the item.

Randy Lubec, Assistant Maintenance Operations Manager, discussed the outstanding performance of Jesse Macgregor.

Jesse Macgregor thanked the City for the honor and expressed appreciation for the ability to serve.

Commissioners thanked Mr. MacGregor for his dedicated service to the City.

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Item P-2

Outstanding Job Performance Recognition: Mark Kalvin, Sanitation Dispatcher for Environmental Programs & Operations Division, Public Works Department

Amy Webber, Human Resources Analyst, introduced the item.

James Gregor, Acting Environmental Programs and Operations Manager, discussed the outstanding job performance of Mark Kalvin noting that while he could not be present at the meeting, he had expressed appreciation for the ability to serve.

Commissioners asked that their congratulations be passed on to Mark Kalvin for his dedicated service to the City.

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**Outstanding Job Performance Recognition: Diana Szymanski,
Associate Engineer for the Engineering Services Division,
Public Works Department**

Amy Webber, Human Resources Analyst, introduced the item.

Mate Gaspar, Engineering Services Manager, presented the Outstanding Job Performance Recognition to Diana Szymanski and discussed her extensive efforts on the La Ballona Safe Routes to School project.

Commissioners thanked Diana Szymanski for her dedicated service to the City; acknowledged work done on the traffic circulation pattern around the Mosque; the difficulty of grant applications; and expressed appreciation for her past and continuing efforts.

Diana Szymanski thanked the City for the honor.

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Item P-4

**Outstanding Job Performance Recognition: Gabriel Garcia,
Traffic Engineering Analyst for the Mobility and Traffic
Engineering Division, Public Works Department**

Amy Webber, Human Resources Analyst, introduced the item.

Demitri Yanni, Public Works Director, discussed the efforts of Gabe Garcia and presented the Outstanding Job Performance Recognition to him.

Gabe Garcia, Traffic Engineering Analyst, thanked the City for the recognition; expressed appreciation for the ability to serve; discussed the efforts of everyone on his team; changes in the City; and the consistent commitment of staff, businesses, residents and property owners.

Andrew Maximous, Mobility and Traffic Engineering Manager, discussed his experiences with Gabe Garcia noting that he always goes the extra mile.

Commissioners thanked Gabe Garcia for his dedicated service to the City and acknowledged his regular practice of going

above and beyond.

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Consent Calendar

MOVED BY COMMISSIONER BUBAR AND SECONDED BY VICE CHAIR GONG
THAT THE CIVIL SERVICE COMMISSION APPROVE CONSENT CALENDAR
ITEMS C-1 AND C-2.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BUBAR, GONG, KUECHLE
NOES: NONE
ABSENT: GREENSPAN

Item C-1

Meeting Minutes

THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE
REGULAR CIVIL SERVICE COMMISSION MEETING OF JANUARY 5, 2021
AS SUBMITTED.

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Item C-2

Extension of Eligible List: Jailer

THAT THE CIVIL SERVICE COMMISSION APPROVE EXTENSION OF
ELIGIBLE LIST: JAILER.

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Order of the Agenda

The Closed Session Item was heard before the Action Item.

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Public Hearing

Item PH-1

Public Hearing: (1) Consider Amendments to the Civil Service Rules, Rule 3; and (2) Make Recommendations to the City Council for Approval and Adoption of Amendments

Discussion ensued between staff and Commissioners regarding clarification that the Public Hearing had been continued, and meeting participants requested the opportunity to speak.

MOVED BY MEMBER BUBAR AND SECONDED BY VICE CHAIR GONG THAT THE CIVIL SERVICE COMMISSION OPEN THE PUBLIC HEARING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BUBAR, GONG, KUECHLE
NOES: NONE
ABSENT: GREENSPAN

Chair Kuechle invited public comment.

The following member of the public addressed the Commission:

Mate Gaspar, Engineering Services Manager, reported writing a letter three months ago in opposition to changing Rule 3; felt that in the instance of disagreement between the Department Head, Division Manager and Human Resources on a Job Description, the Civil Service Commission should hear out the matter rather than having it appealed to the City Manager; he expressed concern with removal of the opportunity to appeal the matter to the City Council; and while he was not aware of an instance of a dispute regarding the Job Description, if there were to be one, the Culver City Management Group felt there should be the opportunity to appeal the matter to the Civil Service Commission.

Discussion ensued between staff and Commissioners regarding whether there had ever been such a dispute; preserving the ability to appeal the matter to the Commission; the current process in place; potential delays to the process; the goal to recruit; the City Manager form of government; involvement in classification studies; maintaining classifications as administrative functions; concern with wasting staff and Commission time on proforma matters; allowing for a final appeal if there is an instance where the Management Group has

a significant disagreement; the practices of other cities; focusing on larger issues such as employee civil rights issues and terminations; City culture; opposition to the change from the Culver City Management Group Board and the Culver City Employee Association; the current number of vacancies; concern with one person making the final decision; direction from City staff who have retired; Subcommittee consideration of the matter; working to accommodate an appeals process; technical comments provided to staff that were not included in the document; difficulty deciphering the document due to the formatting; addressing inconsistencies between Section 3.1 and Section 3.3; defining Recognized Employee Organizations; consistency with the Municipal Code regarding Commission involvement with the preparation of class specifications; noticing requirements; agreement to continue the item and keep the Public Hearing open; and acknowledgement of the ability to continue the item again if need be.

MOVED BY COMMISSIONER BUBAR AND SECONDED BY VICE CHAIR GONG THAT THE CIVIL SERVICE COMMISSION CONTINUE THE ITEM TO MARCH 2, 2022.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BUBAR, GONG, KUECHLE
NOES: NONE
ABSENT: GREENSPAN

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Closed Session

Item CS-1

**Closed Session: Pursuant to Government Code 54597(b):
Public Employee Discipline/Dismissal/Release**

Chair Kuechle indicated having a number of questions for legal counsel before considering the item and he announced that the Commission was going into Closed Session at 8:27 P.M.

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Action Items

Item A-1

CLOSED HEARING: Consideration of Remand from the Los Angeles County Superior Court Regarding Personnel Matter pursuant to Government Code section 54957 (b)

This item was heard in Closed Session.

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Reconvene

Chair Kuechle reconvened the meeting at 9:01 P.M.

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Closed Session Report

Chair Kuechle indicated nothing to report for the Closed Hearing or the Closed Session.

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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

None.

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Items from Commissioners

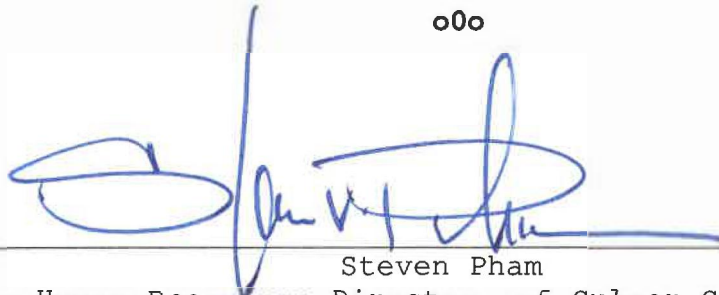
Discussion ensued between staff and Commissioners regarding the Commissioner recruitment process; appointments scheduled for the February 14, 2022 City Council meeting; and staff agreement to provide information to Commissioners via email.

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Adjournment

There being no further business, at 9:05 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, March 2, 2022.

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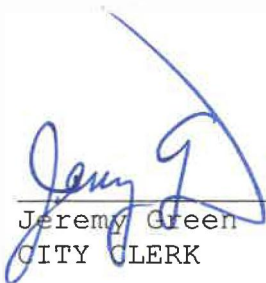
Steven Pham
Interim Human Resources Director, of Culver City, California
SECRETARY TO THE CIVIL SERVICE COMMISSION
Culver City, California

APPROVED 04/06/2022



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

11 April 2022
Date