

REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
CULVER CITY, CALIFORNIA

March 1, 2023
7:00 P.M.

Call to Order & Roll Call

The regular meeting of the Civil Service Commission was called to order at 7:06 P.M. in Mike Balkman Council Chambers at Culver City Hall.

Present: Chair Chi Ming Gong
Vice Chair Stewart Bubar
Commissioner Rachelle Jackson
Commissioner Sal LaPardo
Commissioner Michele Van Gelderen

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Pledge of Allegiance

Chair Gong led the Pledge of Allegiance.

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Public Comment - Items Not On the Agenda

Chair Gong invited public comment.

The following member of the public addressed the Commission:

Anissa Di Vincente, Equity and Human Relations Advisory Committee (EHRAC) Member, indicated being the EHRAC liaison to the Commission; she discussed Civil Discourse Guidelines developed by the EHRAC; intent; fostering a culture of civility; reasons the Guidelines were recommended rather than required; the process to create the Guidelines; presentation and implementation; and incorporation of review of the Guidelines into annual training.

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Receipt of Correspondence

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

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Presentations

Item P-1

Outstanding Job Performance Recognition: Carlos Amador, Facilities Maintenance Worker for Maintenance Operations Division, Public Works Department

Amy Webber, Human Resources Analyst, provided background on the outstanding performance recognition process.

Gary Wansley Maintenance Operations Manager provided background on Carlos Amador's experience; discussed his diligent efforts; and his continuing education.

Carlos Amador thanked the City for the recognition.

Commissioners thanked Mr. Amador for his efforts to go above and beyond for the City.

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Item P-2

Outstanding Job Performance Recognition: George Gutierrez, Traffic Painter and Maintenance Operations Division, Public Works Department

Amy Webber, Human Resources Analyst, introduced the item.

Gary Wansley Maintenance Operations Manager discussed his experience working with George Gutierrez; innovative solutions to solve problems; graffiti abatement; he expressed gratitude for the efforts of Mr. Gutierrez; and he indicated that Mr. Gutierrez was unable to attend the meeting.

Commissioners expressed gratitude to Mr. Gutierrez for his graffiti abatement and all his contributions to the City.

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Item P-3

**Outstanding Job Performance Recognition: Damien Wills,
Sanitation Driver for the Environmental Programs and
Operations Division, Public Works Department**

Amy Webber, Human Resources Analyst, introduced the item.

Sean Singletary, Environmental Programs and Operations Manager, acknowledged the work of Damien Wills; cited key attributes; and he indicated that Mr. Wills could not be present to receive the recognition.

James Pledger, Assistant Environmental Programs and Operations Manager, read comments on behalf of Damien Wills expressing gratitude for the recognition.

Commissioners expressed gratitude for the hard work of Mr. Wills.

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Item P-4

**Outstanding Job Performance Recognition: Javier De La Cruz,
Associate Engineer for Engineering Division, Public Works
Department**

Amy Webber, Human Resources Analyst, introduced the item and congratulated Javier De La Cruz for his recent promotion to Senior Civil Engineer.

Yanni Demitri, Public Works Director, spoke on behalf of Engineering Services Manager Mate Gaspar, discussed knowledge and expertise necessary to be a Civil Engineer, and noted the double celebration of being promoted and receiving an award.

Javier De La Cruz expressed appreciation for the recognition and for the promotion.

Chair Gong discussed Engineering and congratulated Javier De La Cruz.

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Outstanding Job Performance Recognition: Richard Solis, Senior Engineering Technician for Mobility and Traffic Engineering Division, Public Works Department

Amy Webber, Human Resources Analyst, introduced the item.

Andrew Maximous, Mobility and Traffic Engineering Manager, discussed the work ethic of Richard Solis; letters of recognition received for Mr. Solis; and he presented the Outstanding Job Performance Recognition.

Richard Solis thanked Mr. Maximous for the award and he reported on his enjoyment of the work.

Commissioners expressed appreciation the work of Mr. Solis; noted the difficulty of staffing; and expressed appreciation to all employees for their service to the City.

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Item P-6

Outstanding Job Performance Recognition: James Pledger, Assistant Environmental Programs and Operations Manager, for Environmental Programs and Operations Division, Public Works Department

Amy Webber, Human Resources Analyst, introduced the item.

Yanni Demitri, Public Works Director, discussed the hard work and dedication of employees in serving the community; thank you notes and emails from the community; and he indicated that Mr. Pledger was the embodiment of everything that goes into making a Culver City employee.

James Pledger, Assistant Environmental Programs and Operations Manager, thanked staff for their kind words and for the recognition which he accepted on behalf of all the men and women in the department; noted continued services during the pandemic; and he indicated that his team had enabled his recognition through working together.

Commissioners noted the importance of a strong manager to lead the team; lack of recognition for most Civil Servants; and

expressed appreciation for the efforts of Mr. Pledger and his team.

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Recess/Reconvene

Chair Gong called a short recess from 7:41 P.M. to 7:45 P.M. to allow for taking pictures.

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Consent Calendar

Item C-1

Approval of Minutes for the Regular Meeting of February 1, 2023

MOVED BY CHAIR GONG, SECONDED BY COMMISSIONER LAPARDO AND UNANIMOUSLY CARRIED, THAT THE CIVIL SERVICE COMMISSION APPROVE MINUTES FOR THE REGULAR MEETING OF FEBRUARY 1, 2023 AS WRITTEN.

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Order of the Agenda

No changes were made.

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Public Comment - Items NOT on the Agenda (Continued)

Chair Gong invited public comment.

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

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Items from Staff

Amy Webber, Human Resources Analyst, discussed upcoming Commission, Board and Committee (CBC) recruitments; reminded everyone to complete Form 700 due on April 1, 2023; she reported that both disciplinary hearing items had hearing officers selected but the dates of the hearings were still pending; and she agreed to provide further updates regarding

the dates for the hearings under Items from Staff at a future meeting.

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Items from Commissioners

Vice Chair Bubar received clarification that those Commissioners with ending terms would be required to reapply to be considered for a second term.

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Adjournment

There being no further business, at 7:58 P.M., the Civil Service Commission adjourned to a regular meeting to be held at 7:00 P.M. on Wednesday, April 5, 2023.

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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

10 April 2023
Date