



City of Culver City

Staff Report Details (With Text)

File #: 18-01194 **Version:** 1 **Name:**
Type: Minute Order **Status:** Consent Agenda
File created: 4/23/2018 **In control:** CIVIL SERVICE COMMISSION
On agenda: 5/2/2018 **Final action:**
Title: Extension of Eligible List: Police Records Technician
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Extension of Eligible List: Police Records Technician

Meeting Date: May 2, 2018

Contact Person/Dept: Ofelia Garcia/Human Resources

Phone Number: (310)253-5640

Fiscal Impact: Yes No **General Fund:** Yes No

Public Hearing: **Action Item:** **Attachments:**

Public Notification: (Email) Meetings and Agendas - Civil Service Commission (4/26/18); (Email) All City Staff (4/26/18)

Department Approval: Serena Wright-Black, Director of Administrative Services (4/26/18)

RECOMMENDATION

Staff recommends that the Civil Service Commission extend the Eligible List for Police Records Technician.

BACKGROUND/DISCUSSION

The Human Resources Department in concurrence with the affected department requests that the following eligible lists be extended for up to one additional year from the original expiration date.

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Department/Division Name	Date	Date
List Title	Established – Expires	Extended Through
1. Police/Operating Bureaus POLICE RECORDS TECHNICIAN - 1613 Number of Eligible Candidates:	5/1/2017 – 5/1/2018 19	5/1/2019 17

AUTHORITY

The Civil Service Commission has the authority to extend an eligible list in accordance with Civil Service Rule 7.5 as set forth below:

7.5 Duration of Eligible Lists: Each certified eligible list shall be valid for use for a period of one (1) year, unless exhausted sooner. The eligible list may be extended for up to one (1) additional year by Commission approval. The extended eligible list shall be valid until a new list is established for the same classification or the current Certification of Eligible List is exhausted, whichever occurs first, except as set forth below.

MOTION

That the Civil Service Commission:

1. Extend the Eligible List for Police Records Technician.