



City of Culver City

Staff Report

File #: 18-093, **Version:** 1

Item #: C-2

Extension of Eligible Lists: Senior Civil Engineer, Senior Computer Programmer Analyst, Fire Prevention Specialist, and Fleet Services Supervisor (Promotional)

Meeting Date: August 2, 2017

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 (7/27/17); (Email) All City Staff (7/27/17)

Department Approval: Serena Wright-Black, Director of Administrative Services (7/26/17)

RECOMMENDATION

Staff recommends that the Civil Service Commission extend the Eligible Lists for Senior Civil Engineer, Senior Computer Programmer Analyst, Fire Prevention Specialist, and Fleet Services Supervisor (Promotional).

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.

List Title	Department/Division Name	Date	Date
		Established – Expires	Extended Through
1. Public Works/Engineering SENIOR CIVIL ENGINEER - 1573 Number of Eligible Candidates: 8		8/2/2016 – 8/2/2017	8/2/2018
2. Information Technology SENIOR COMPUTER PROGRAMMER ANALYST - 1570 Number of Eligible Candidates: 3		8/22/2016 – 8/22/2017	8/22/2018
3. Fire Department/Fire Prevention FIRE PREVENTION SPECIALIST - 1583 Number of Eligible Candidates: 4		8/29/2016 – 8/29/2017	8/29/2018
4. Transportation/Fleet Services FLEET SERVICES SUPERVISOR (PROMOTIONAL) - 1586 Number of Eligible Candidates: 4		8/31/2016 – 8/31/2017	8/31/2018

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 Lists for Senior Civil Engineer, Senior Computer Programmer Analyst, Fire Prevention Specialist, and Fleet Services Supervisor (Promotional).