



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report Details (With Text)

**File #:** 20-134      **Version:** 1      **Name:** Administration of the Oath of Office to Appointed Commission Member  
**Type:** Minute Order      **Status:** Action Item  
**File created:** 8/8/2019      **In control:** CIVIL SERVICE COMMISSION  
**On agenda:** 9/4/2019      **Final action:**  
**Title:** Administration of the Oath of Office to Appointed Commission Member  
**Sponsors:**  
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**Attachments:**

Date	Ver.	Action By	Action	Result
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### ADMINISTRATION OF THE OATH OF OFFICE TO APPOINTED COMMISSION MEMBER

**Meeting Date:** September 4, 2019

**Contact Person/Dept:** Serena Wright-Black/Administrative Services

**Phone Number:** 310-253-5640

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

**Public Hearing:** ☐      **Action Item:** ☒      **Attachments:** ☐

**Public Notification:** (E-mail) Meetings and Agendas - Civil Service Commission (8/29/19); (E-mail) All City Staff (8/29/19)

**Department Approval:** Serena Wright-Black, Assistant City Manager (8/19/19)

### RECOMMENDATION

Staff recommends that the Civil Service Commission (Commission) observe the administration of the oath of office to the newly appointed Commissioner.

### BACKGROUND

On June 10, 2019 the City Council (Council) approved, by a majority vote, the appointment of two new Commissioners to fill the two Commission Seats, Nos. 4 and 5, becoming vacant on July 1, 2019.

At the July 3, 2019 regular Commission meeting re-appointed Commissioner Michelle Ford was administered the oath of office for Seat No. 5; and the Commission made, by majority vote, the selection of a new Chairperson and Vice Chairperson for the July 2019 through June 2020 annual term.

### **PROCEDURE**

The Secretary to the Civil Service Commission shall administer the oath of office to the newly appointed Commissioner Danielle Sheppard for Seat No. 4, after the appointed Commissioner shall take a seat on the dais.

### **FISCAL ANALYSIS**

There is no fiscal impact associated with this Agenda Item.

### **ATTACHMENTS**

None.

### **MOTION**

None.