



City of Culver City

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

Staff Report Details (With Text)

File #: 21-643 **Version:** 1 **Name:** Extension of Eligible Lists for Fire Engineer, Permit Technician II, and Revenue & Budget Supervisor
Type: Minute Order **Status:** Consent Agenda
File created: 1/28/2021 **In control:** CIVIL SERVICE COMMISSION
On agenda: 3/11/2021 **Final action:**
Title: Extension of Eligible Lists: Fire Engineer (Promotional), Permit Technician II, and Revenue and Budget Supervisor
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Extension of Eligible Lists: Fire Engineer (Promotional), Permit Technician II, and Revenue and Budget Supervisor

Meeting Date: March 11, 2021

Contact Person/Dept: Ofelia Garcia / Administrative Services

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 (03/08/21); (Email) All City Staff (03/08/21)

Department Approval: Serena Wright-Black, Assistant City Manager (02/19/21)

RECOMMENDATION

Staff recommends that the Civil Service Commission extend the Eligible Lists for Fire Engineer (Promotional), Permit Technician II, and Revenue and Budget Supervisor.

BACKGROUND/DISCUSSION

The Human Resources Division of the Administrative Services Department, in concurrence with the affected departments, requests that the following eligible list be extended for up to one additional

year from the original expiration date.

Department/Division Name List Title		Date Established – Expires	Date Extended Through
1.	Fire FIRE ENGINEER (PROMOTIONAL) - #00119 Number of Eligible Candidates:	03/20/2020 – 03/20/2021 7	03/20/2022 6
2.	Public Works/Engineering and Community Development/Building Safety PERMIT TECHNICIAN II - #00078 Number of Eligible Candidates:	02/21/2020 – 02/21/2021 5	02/21/2022 5
3.	Finance REVENUE AND BUDGET SUPERVISOR - #00143 Number of Eligible Candidates:	03/06/2020 – 03/06/2021 8	03/06/2022 8

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 Fire Engineer (Promotional), and
2. Extend the Eligible List for Permit Technician II, and
3. Extend the Eligible List for Revenue and Budget Supervisor.