



City of Culver City

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Staff Report

File #: 18-0104, **Version:** 1

Item #: A-6

Consideration of (1) Motion to Suspend the Rules of Parliamentary Procedures; (2) Motion for Reconsideration of April 5, 2017 Agenda Item: Revised Classification Specifications for the Culver City Pre-Supervisor Training Program; and (3) Approval of Revised Classification Specifications for Housing Programs Supervisor, Recreation Supervisor, Senior Accountant, Senior Building Safety Inspector, Senior Civil Engineer, Senior Planner, Senior Solid Waste & Recycling Crew Supervisor, and Technical Services Manager.

Meeting Date: August 2, 2017

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: (Email) Civil Service Commission - Meetings and Agendas (07/28/17); (Email) All City Staff (07/28/17)

Department Approval: Serena Wright-Black, Director of Administrative Services (07/27/17)

RECOMMENDATION

Staff recommends that the Civil Service Commission consider the motion to suspend the rules of parliamentary procedures; motion for reconsideration of April 5, 2017 agenda item: Revised Classification Specifications for the Culver City Pre-Supervisor Training Program, and approval of revised classification specifications for Housing Programs Supervisor, Recreation Supervisor, Senior Accountant, Senior Building Safety Inspector, Senior Civil Engineer, Senior Planner, Senior Solid Waste & Recycling Crew Supervisor, and Technical Services Manager.

BACKGROUND

At the April 5, 2017 Civil Service Commission (Commission) meeting, staff presented to the Commission revised classification specifications for Housing Programs Supervisor, Recreation Supervisor, Senior Accountant, Senior Building Safety Inspector, Senior Civil Engineer, Senior Planner, Senior Solid Waste & Recycling Crew Supervisor, and Technical Services Manager reflecting changes associated with the implementation of a new Pre-Supervisor Training Program (the "Revised Class Specs"). The Commission voted 4-1 to approve the Revised Class Specs.

At the May 3, 2017 Commission meeting, Commissioner Daly-Redholtz received consensus from the Commission to bring back the Revised Class Specs for possible reconsideration.

DISCUSSION

A motion to reconsider enables a Commissioner, who voted in the majority, to request reconsideration of an agenda items that has already been put to a vote. The rules of parliamentary procedure require that such motion be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is untimely.

However, parliamentary procedure also allows the Commission to “suspend” the rules of procedure by a two-thirds majority. If a month to suspend the rules passes, then a motion to reconsider may be made. If the motion to reconsider passes, the original matter can be re-agendized and revisited.

In the interest of time, staff has included the Revised Class Specs with this agenda item for possible consideration. In the event both the motion for suspension of the rules and the motion for reconsideration pass with the required number of votes, then the Commission may discuss the Revised Class Specs at this time.

FISCAL ANALYSIS

There is no fiscal impact associated with this item.

ATTACHMENTS

1. 2017-08-02 - ATT 1 Rosenberg’s Rules of Order
2. 2017-08-02 - ATT 2 Agenda Item and Attachments from April 5, 2017 Commission Meeting

MOTION

That the Civil Service Commission:

1. Consider a motion to suspend the rules of parliamentary procedure to allow the consideration of a motion for reconsideration subsequent to the meeting where the matter was first heard (4/5 vote required);
2. If Motion #1 passes, consider a motion for reconsideration of the revised classification specifications associated with the Pre-Supervisor Training Program; and
3. If Motions #1 and #2 pass, reconsider the revised classification specification for Housing Programs Supervisor, Recreation Supervisor, Senior Accountant, Senior Building Safety Inspector, Senior Civil Engineer, Senior Planner, Senior Solid Waste & Recycling Crew Supervisor, and Technical Services Manager.