

# Civil Service Commission

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MEMBERS OF THE COMMISSION  
Robert Bergman, President  
Arthur Chapman, Vice President  
Jeannie Nix  
Jay Salter  
Bill Tappan

## The San Luis Obispo County **Civil Service Commission** **Regular Session Meeting Minutes**

**Wednesday, January 25, 2006, 9:00 a.m.**

County Government Center, 1055 Monterey Street, Suite D271, San Luis Obispo, CA

### MINUTES

Present: Commissioner Arthur Chapman, Commissioner Jay Salter, Commissioner Bill Tappan and President Robert Bergman

Absent: Commissioner Jeannie Nix

Staff present: Commission Secretary Richard Greek and Clerk Susan Carvalho

Counsel: Commission Attorney Deputy County Counsel Ann Duggan

#### **1. Call To Order:**

President Bergman called the meeting to order at 9:05 a.m. and led the flag salute.

#### **1D. Election of Officers – 2006 Calendar Year:**

- A. Commissioner Chapman nominated Robert Bergman for President, second by Commissioner Tappan. Motion passed. 4-0-0.
- B. Commissioner Tappan nominated Arthur Chapman for Vice President, second by Commissioner Salter. Motion passed. 4-0-0.

#### **2. Public Comment Period:**

President Bergman addressed the audience asking for anyone wishing to speak to the Commission during the Public Comment Period. Being no public comment, President Bergman closed the Public Comment Period.

#### **3. Approval of Minutes:**

Motion made by Commissioner Salter to approve December 21, 2005 minutes, second by Commissioner Salter. Motion passed. 4-0-0.

#### **4. Quarterly Report:**

Richard Greek distributed copies of draft covers and a sample table of contents considered for the new Quarterly Report format. Susan Carvalho, Personnel Department, reported that staff has incorporated the Commission's feedback and Richard Greek's recommendations and are developing an impressive document with clear visuals and comparative data. Richard Greek added that Duane English and Susan Carvalho are taking the lead on this project and are using black and white bar charts with comparable numbers from the last fiscal year, outlined by quarterly time periods. Over the next couple of quarters information on the Employee University and other items not traditionally reported on, will be added with the assistance of Mary York and other staff members.

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Mr. Greek expects the first phase of the new Quarterly Report to be introduced at the February 22, 2006 CSC Regular Session.

Art Chapman explained he hopes this report will include a matrix of the Personnel Department's staff workload; as the workload is extreme. Mr. Chapman encourages Mr. Greek to utilize this report as a helpful tool to characterize the workload and output.

## 5. **Future Agendas**

Richard Greek distributed the monthly Civil Service Commission meeting calendars and reported no additional dates for hearings are needed. A Special Session is scheduled on Thursday, February 9, to begin a grievance hearing that will continue following the regular business agenda on the Wednesday, February 22, 2006.

Mr. Greek summarized that staff is working on a total of three (3) grievances and four (4) appeals. Of the seven (7) total, four (4) have been in progress between 4-6 months and three (3) between 1-3 months. Three (3) involve the Health Agency, two (2) the Sheriff Department, one (1) in Social Services and one (1) in the Library Department. The majority of the issues are in mediation or completing Step 1 & 2 of the process.

It is anticipated that Jeannie Nix, Commissioner for District 3, will be attending the February 2006 meetings. The Commissioners and staff expressed their excitement to have Ms. Nix continue her service on the Commission.

## 6. **Time Reserved for Commission President**

No report.

## 7. **Time Reserved for Commission Counsel**

No report.

## 8. **Time Reserved for Commission Secretary**

Richard Greek reported that during the December 2005 meeting, Commissioner Tappan had requested the definition of "free name" that was listed in the draft Quarterly Report presented by staff. Mr. Greek stated "free name" defines a category that includes an employee that wants to transfer and a lay-off employee seeking re-employment or that wants to voluntarily reduce, and places them on other certification lists as permitted by the CSC Rules. Richard Greek added that staff will be watchful to use clear language to define "other" definitions while reporting.

## 9. **Closed Session - (Closed Session per Gov. Code, section 54957.6 -- Conference with County Labor Negotiator): 2005 Civil Service Rule Changes (*Action*)**

President Bergman called the meeting into closed session to discuss agenda item #9.

At 10:35 a.m. President Bergman reconvened the meeting into open session. A motion was made by Commissioner Tappan to appoint Richard Greek as the Commission's designated negotiator for purposes of meeting and conferring over the Civil Service Rule changes. Second by Commissioner Salter. Motion passed. 4-0-0.

### Roll call:

Commissioner Chapman	Yes
Commission Salter	Yes
Commissioner Tappan	Yes
President Bergman	Yes

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10. **Closed Session – (Closed Session per Gov. Code, section 54956.9 – Conference with Legal Counsel, Pending Litigation):** San Luis Obispo County Superior Court, State of California, Case No. CV 050945, County of San Luis Obispo, Department of Social Services (Petitioner) vs. County of San Luis Obispo, Civil Service Commission (Respondent), Cesar Bedroni (Real Party in Interest)

President Bergman stated agenda item #10 is cancelled. At President Bergman's request, Susan Carvalho confirmed that Larry Frierson has the 2006 CSC monthly meeting schedule and that he was faxed today's agenda.

11. **Findings and Decision – Open/Closed Session (Closed Session for Deliberations per Gov. Code, section 54957):** Grievance #05-45, dated July 21, 2005 (*Action*)

President Bergman called the meeting into closed session for deliberation on agenda item #11.

At 11:37 a.m. President Bergman reconvened the meeting into open session. A motion was made by Commissioner Chapman to deny Grievance #05-45, seconded by Commissioner Salter. Motion passed. 4-0-0.

Roll call:

Commissioner Chapman	Yes
Commission Salter	Yes
Commissioner Tappan	Yes
President Bergman	Yes

12. **Adjournment**

Being no further business the meeting was adjourned at 11:48 a.m.

*Note: These minutes reflect official action of the Civil Service Commission in open session. A taped record exists and will remain as the official, complete record of all proceedings by the Civil Service Commission.*

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