

Civil Service Commission

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

**The San Luis Obispo County Civil Service Commission
Regular Session Meeting Action Minutes
Wednesday, May 23, 2007, 9:00 a.m.
County Government Center, 1055 Monterey Street, Suite D271, San Luis Obispo, CA**

MINUTES

Present: President Robert Bergman, Vice President Jeannie Nix, Commissioner William Tappan, Commissioner Jay Salter, Commissioner Arthur Chapman

Staff present: Commission Secretary Deb Hossli, Acting Clerk Heather Gunderlock, Commission Clerk Deana Smith

Counsel: Commission Attorney Shannon Matuszewicz, Commission Attorney Warren Jensen, Commission Attorney Larry Frierson

1. Call To Order

President Bergman called the meeting to order at 9:06 a.m.

2. Public Comment Period

President Bergman addressed the audience asking for anyone wishing to speak to the Commission during the public comment period on any matter that is not listed on today's agenda for this special meeting. Being none, he closed the public comment period.

3. Minutes

a. March 21 and 22, 2007 (Special Meetings)

Motion to approve the meeting minutes was made by Commissioner Chapman. The motion was seconded by Commissioner Salter. Commissioner Nix abstained. President Bergman asked for a roll call vote. Motion passed 4-0-1.

Roll Call

Commissioner Nix	Abstained
Commissioner Salter	Yes
Commissioner Tappan	Yes
Vice President Chapman	Yes
President Bergman	Yes

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c. April 25, 2007 (Regular Meeting)

Motion to approve the meeting minutes was made by Commissioner Nix. The motion was seconded by Commissioner Tappan. President Bergman and Commissioner Salter abstained from voting. President Bergman asked for a roll call vote. Motion passed 3-0-2.

Roll Call

Commissioner Nix	Yes
Commissioner Salter	Abstained
Commissioner Tappan	Yes
Vice President Chapman	Yes
President Bergman	Abstained

4. Future Agendas

Commission Secretary Ms. Hossli requested an additional hearing date; the Commission offered June 27 (after the regular meeting concluded) and 28th, 2007. Ms. Hossli also informed the Commission that the May 30, 2007 meeting was cancelled.

Commissioner Chapman informed the Commission that he would not be present for the May 24, 2007 meeting, but would listen to the tapes from the hearing. Commissioner Tappan informed the Commission that he would not be able to attend the morning session on May 24, 2007 but that he would listen to the tapes from the hearing as well.

Commissioner Salter recused himself from the June 20, 2007 and June 21, 2007 meetings because of his friendship with the appellant.

5. Report by Commission Representatives – Open Session: Planning for the Next Generation (PNG) Committee

Christine Brown, SLOCEA offered testimony stating that she, Ginger Fisher and Julie Rodewald had been meeting with Board members to provide an update on the PNG Committee's efforts. She stated that the Committee reviewed their report on PNG priorities and future goals, many of which are currently being addressed by the Human Resources Department. She reported that the Board of Supervisors seemed to be pleased with the Committee's progress. She also indicated that the Committee had not yet requested financial assistance, but that such a request would be forthcoming.

6. Commission Consideration of a Letter of Commendation and Recommendation for Susan Carvalho, former Commission Clerk

Commissioner Nix provided the draft letter to the Commission. The Commission provided brief editorial corrections which were subsequently made by staff. Commissioner Chapman asked President Bergman whether all Commissioners should sign the letter or if President Bergman should sign the letter on behalf of the Commission. The Commission decided to individually sign the letter. A motion to approve was made by Commissioner Chapman, second by Commissioner Salter. Motion passed 5-0-0.

7. Time Reserved for the Commission President

Consideration of Return/Repeat of CSC Approved Specifications

President Bergman requested feedback from Commissioners regarding the practice of bringing specifications back to the Commission for final approval if changes had been made to the specification during the initial hearing. Commissioners stated that they would like to continue the current practice. At this point in the meeting, Kimberly Daniels, SLOCEA offered testimony regarding the Supervisory Water Systems Workers Specifications. She stated

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that SLOCEA has been actively working with the Human Resources and Public Works Departments. Commissioner Tappan stated that he had inquired about the status of the Supervisory Water Systems Workers Specifications because the process "has been going on a long time" and that a resolution needs to be forthcoming; "the employees deserve that."

8. Time Reserved for Commission Counsel

Commission Counsel Warren Jensen stated that he would be serving as the Commission Attorney at the June 20 and June 21, 2007 meetings.

9. Time Reserved for Commission Secretary

Ms. Hossli stated that due to the size of the hearing agenda, staff would not formally present the HR Department's Third Quarter Report to the Commission. Rather, the third and fourth quarter reports would be combined and presented to the Commission at the regular July meeting. Ms. Hossli advised the Commission that she planned to make a variety of changes to strengthen the report in the coming year. She'd like to include an analysis of the workload data presented, develop more meaningful performance measures and include feedback from the Commission as to how the HR staff is meeting their needs.

Ms. Hossli reported that she intended to ask the Commission at their regular June 27, 2007 meeting to establish three subcommittees: one to assist with Rule 13 negotiations; one to review the grievance/appeal process; and one to evaluate the role of the Commission versus the HR Director.

10. Hearing – Closed Session – Reference to Gov. Code Provision 54957: Grievance G05-46, dated July 29, 2005; Appeal A05-43, dated June 20, 2005 and Grievance G06-73, dated May 16, 2006.

The meeting adjourned into Closed Session for the hearing of G05-46, A05-43, and G06-73. Upon reconvening into Open Session, the Commission reported that no action was taken in Closed Session.

11. Hearing - Open Session: Appeal A06-74 (O'Neill), dated June 30, 2006; Appeal A06-75 (Hansen), dated June 23, 2006 and Appeal A06-77 (Wells), dated July 18, 2006.

The Commission opened the public hearing to consider three classification appeals arising from the reorganization of the Health Agency that took place in July 2006. Each appellant was represented by an attorney. Ms. Daniels represented Ms. O'Neill in her appeal. Mr. Warren represented both Mr. Hansen and Mr. Wells in their appeals. Ms. Tuffo represented the HR Department as the appeal respondent.

The Commission opted to hear the O'Neill appeal first. Ms. Daniels and Ms. Tuffo both provided opening statements. Ms. Daniels then called witnesses. Dr. Thomas, Health Agency, testified first; followed by Mr. McKibben and Ms. Marshall, both from Human Resources. At the conclusion of Ms. Marshall's testimony, the Commission continued the hearings to the May 24, 2007 meeting.

12. Adjournment

Being no further business, the meeting was adjourned at 5:20 p.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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