

Civil Service Commission

1055 MONTEREY STREET, SUITE D250 ♦ SAN LUIS OBISPO, CALIFORNIA 93408 ♦ (805) 781-5959

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, June 27, 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 (for morning session), Commissioner William Tappan, Commissioner Jay Salter, Commissioner Arthur Chapman

Absent: Vice President Jeannie Nix (for afternoon session).

Staff present: Commission Secretary Deb Hossli, Commission Clerk Deana Smith

Counsel: Shannon Matuszewicz, Warren Jensen, Attorney Larry Frierson

1. Call To Order:

President Bergman called the meeting to order at 9:03 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. Being none, he closed the Public Comment Period.

3. Minutes:

A motion to approve the special meeting minutes from May 11, and May 29, 2007 was made by Commissioner Chapman, and seconded by Commissioner Tappan. President Bergman asked for a roll call vote. All five Commissioners approved the minutes; the motion passed 5-0-0.

4. Presentations

The Commission presented Ms. Susan Carvalho with a letter of commendation and recommendation for her service to the Commission (letter attached). Ms. Carvalho offered the following comments (transcribed verbatim):

"For the record, my name is Susan Carvalho.

Civil Service Commission

Mr. President and Honorable Commissioners,

Thank you for this recognition. I had the pleasure of working primarily with you and our County Civil Servants since 2003 and I have fond memories of each one of you...including Terry O'Farrell, Cyrus Hayes and the late John Burnham. I saw Cyrus yesterday and he sends his best to you all.

I personally was motivated by your strong, faithful dedication to serving the Civil Servants of this County. You have shown truth, integrity, fairness, persistence, dependability and a serious commitment to follow the Civil Service Rules. This was evident to me and to many, many others over the years. You acknowledged and treated those before you with interest and value—that is what I honor the most.

President Bergman you showed me respect and confidence, which continually motivated me to serve our grievants, appellants, and their representatives in a professional, fair and sincere manner.

I commend your hard work and want to include my heartfelt gratitude to Ann Duggan, truly one of the most genuine, hard-working and professional businesswomen in county government today.

I continue my life as a professional and healthy individual. I have grown through my experiences, serving the Commission and the County, the loss of my parents, my husband's own cancer journey and the correct decision I made to leave the Personnel Department in May. I am happy to continue to my career with another employer in July.

Bill, Jeannie, Art, Jay, Ann and Bob, Thank you very much!"

5. Reports

A. Commission President:

1) Consideration of a Draft Letter of Commendation and Recommendation for Ann Duggan, Former Commission Counsel.

Commissioner Nix provided the draft letter to the Commission. The Commission provided brief editorial corrections which were made by staff. A motion to approve was made by Commissioner Chapman and seconded by Commissioner Nix. The motion passed 5-0-0. (letter attached)

Ms. Duggan offered the following testimony (transcribed verbatim):

"Thank you very much. You know I don't do well off the cuff, so I was not prepared for this, but I want to let all of you know I so enjoyed my assignment with you. The Civil Service Commission serves a vital purpose. You are essentially equivalent to the State Personnel Board on the County Level and I have never worked with a group of more professional individuals, who've conducted themselves with the utmost integrity through some very difficult and controversial times and I really commend you as well."

Civil Service Commission

2) Request to amend the Commission's Procedural Guidelines by providing the Commission with more authority to add items to the agenda.

A motion to approve the Commission's Procedural Guidelines as amended was made by Commissioner Chapman and seconded by Commissioner Tappan. President Bergman asked for a roll call vote. All five Commissioners approved the amendment. The motion passed 5-0-0.

B. Commission Subcommittees:

No report.

C. Commission Counsel:

No report.

D. Commission Secretary:

1) Future Meetings - Ms. Hossli requested an additional hearing date; the Commission agreed to meet on August 21, 2007.

2) Water Systems Workers Supervisory Series Specification Update - Ms. Hossli advised the Commission that staff was still working cooperatively with Public Works and SLOCEA staff to complete the update of the specification series. It was staff's hope that the specifications would be ready for Commission consideration by their next regular meeting.

3) Request for Commission Subcommittees - Ms. Hossli requested the Commission appoint two Commissioners to the following subcommittees: Rule 13 Negotiations; Defining Commission and Staff Roles and the Appeal/Grievance Process. A motion was made by Vice President Nix and seconded by Commissioner Salter to appoint Commissioners Chapman and Salter to all three subcommittees. President Bergman asked for a roll call vote. All five Commissioners approved the appointments. The motion passed 5-0-0.

Mr. Krause, SLOCEA, provided comments Rule 13 negotiations and reiterated SLOCEA's strong desire to participate in the "meet an confer" process over this matter.

6. Specification Changes:

A. Senior Correctional Technician (new specification) / Sheriff's Office

B. Correctional Technician (revised specification) / Sheriff's Office

The Commissioners considered the above noted specifications together. Mr. McKibben from HR, along with Luietenant Kenitz from the Sheriff's Office explained the rationale behind the need for the new and revised Correctional Technician specifications. Commission members queried both staff members and made several

Civil Service Commission

minor amendments to the specifications. A motion to approve the specifications as amended was subsequently made by Vice President Nix and seconded by Commissioner Chapman. President Bergman asked for a roll call vote. All five Commissioners approved the motion; 5-0-0. The specifications will be presented to the Commission with the approved amendments at the next regular meeting.

7. Closed Session per Government Code 54957 to discuss the Commission's Negotiator for Rule Changes.

The Commission adjourned into Closed Session to discuss Item 7. Upon reconvening into open session, President Bergman stated that the Commission had drafted a letter on the topic for County Counsel's review. He reported the letter would be taken up later in the meeting.

8. Findings & Decisions.

A. Closed session per Government Code 54957 to discuss draft Findings & Decisions for Grievance G06-46, dated July 29, 2005; Appeal A05-43, dated June 20, 2005 and Grievance G06-73, dated May 16, 2006

The Commission adjourned into Closed Session to finalize the Findings & Decisions for the above noted matters. Upon reconvening into open session, the Commission announced their Findings & Decisions. A motion was made by Commissioner Chapman and seconded by Mr. Tappan to deny the two grievances and one appeal. President Bergman asked for a roll call vote:

Vice President Nix	No
Commissioner Salter	Yes
Commissioner Tappan	Yes
Commissioner Chapman	Yes
President Bergman	Yes

The motion was approved 4-1-0.

B. Closed Session per Grievance Code 54957 to discuss the draft Findings and Decision for Grievance G07-90, Phil Compton dated March 28, 2007.

The Commission adjourned into Closed Session to finalize the Findings & Decision for the above noted grievance. Upon reconvening into open session, the Commission announced their Findings & Decision. A motion was made by Commissioner Chapman and seconded by Mr. Tappan to deny the grievance. President Bergman asked for a roll call vote:

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

The motion was approved 3-0-2.

Civil Service Commission

9. Agenda Item 7 Continued - Closed Session per Government Code 54957 to discuss the Commission's Negotiator for Rule Changes

The Commission presented Ms. Hossli with a letter requesting her to facilitate the hiring of a professional rule negotiator for the Commission. A motion to approve the letter was made by Commissioner Chapman and seconded by Commissioner Tappan. President Bergman asked for a roll call vote. All five Commissioners approved the letter. The motion passed 5-0-0.

10. Public Hearing to consider three classification appeals arising from the Health Agency Reorganization – (1) Kathleen O'Neill, A06-74 dated June 30, 2006; (2) Wayne Hansen, A06-75 dated June 23, 2006; and (3) Jason Wells, A06-77 dated July 18, 2006 (Continued hearing from May 23, 2007)

The Commission reopened the public hearing for the above noted appeals and directed Ms. Tuffo, respondent's attorney, to continue her questioning of Mr. Hansen. Mr. Warren, appellants' Mr. Hansen and Mr. Wells attorney, followed. He completed his questioning of Mr. Hanson, and then called Mr. Wells to testify. The Commission stopped the testimony at a little after 5:00 pm and continued the hearing to June 28, 2007.

Note: A complete record of the hearing is on file with the HR Department.

11. Adjournment

Being no further business the meeting was adjourned at 5:10 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.

P:\CSC\MINUTES\2007\June 27, 2007 Regular Meeting.doc