

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, November 14, 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 Arthur Chapman, Commissioner William Tappan

Absent: Commissioner Jay Salter

Staff present: Deb Hossli, Heather Gunderlock, Carol Hill

Counsel: Shannon Matuszewicz, Warren Jensen

1. Call To Order:

President Bergman called the meeting to order at 9:02 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 no public comment, President Bergman closed the public comment period.

3. Minutes:

a. June 28, 2007 – Special Meeting

President Bergman deferred the June 28, 2007 minutes to the December 12, 2007 regular meeting because there was not a quorum; Mr. Salter was absent, and Art Chapman and Jeannie Nix were not present at the June 28, 2007 meeting.

b. August 8, 2007 – Regular Meeting

A motion to approve the regular meeting minutes from August 8, 2007 was made by Commissioner Tappan and seconded by Commissioner Chapman. President Bergman asked for a roll call vote. The motion passed 3-0-2. Mr. Salter was absent; Ms. Nix abstained.

Roll Call:

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

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c. September 11, 2007 – Special Meeting

A motion to approve the regular meeting minutes from September 11, 2007 was made by Commissioner Chapman and seconded by Commissioner Tappan. President Bergman asked for a roll call vote. The motion passed 3-0-2. Mr. Salter was absent; Ms. Nix abstained.

Roll Call:

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

d. September 26, 2007 – Regular Meeting

A motion to approve the regular meeting minutes from September 26, 2007 was made by Commissioner Chapman and seconded by Commissioner Tappan. The motion passed 3-0-2. Mr. Salter was absent; President Bergman abstained.

Roll Call:

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

e. October 24, 2007 – Regular Meeting

A motion to approve the regular meeting minutes from October 24, 2007 was made by Commissioner Tappan and seconded by Commissioner Nix. The motion passed 4-0-1. Mr. Salter was absent.

Roll Call:

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

4. Reports

a. Commission President:

No report.

b. Commission Subcommittees:

No report.

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c. Commission Counsel:

No report.

d. Commission Secretary:

1. Introduction of new Commission Clerk, Carol Hill

Ms. Hossli introduced Carol Hill to the Commission. Ms. Hill will serve as the Commission's Secretary, replacing the interim Secretary, Ms. Gunderlock. Ms. Hossli reminded the Commission that Ms. Hill had worked for the HR Department before and came to the Secretary position with excellent experience. Ms. Hossli also thanked Ms. Gunderlock for all her efforts as the interim Commission Secretary.

2. Update re: hiring of a negotiator to facilitate rule update

Ms. Hossli confirmed that the Board approved funding for a negotiator for the Commission (\$20,000) and facilitator for the rule update (\$30,000). She explained that she had not yet moved forward on the securing the facilitator due to other priorities related to the County's declining financial position. She reported that the Board had implemented the equivalent of a hiring chill; the CAO must now approve all requests to fill vacant positions. Ms. Hossli explained that HR currently has five vacant positions; she was hopeful the CAO would authorize filling four of them. Ms. Hossli also explained that all departments had to submit a list by December 1, 2007 to the CAO of budget "cuts" that would result in a 2.5% reduction in adopted General Fund Support for 2007/08. She explained that by replacing senior analyst positions with junior analyst positions as well as scaling back some existing positions, HR would be able to achieve the 2.5% reduction without seriously impacting service levels. Ms. Hossli indicated that she was not certain what the 2008/09 budget would hold for HR given until the budget instructions are issued.

5. New Specifications

a. Information Technology Project Manager I-II-III (Career Series/Information Technology)

The new specifications were presented to the Commission for approval. Ken Tasseff, Human Resources, Janette Pell and Guy Savage, Information Technology, were present to answer questions from Commissioners. The specifications were approved as amended.

6. Specification Changes

- a. Network Engineer I/II/III (Information Technology/Countywide)
- b. Senior Network Engineer (Information Technology/Countywide)
- c. Software Engineer I/II/III (Information Technology/Countywide)
- d. Senior Software Engineer (Information Technology/Countywide)
- e. Systems Administrator I/II/III (Information Technology/Countywide)
- f. Senior Systems Administrator (Information Technology/Countywide)
- g. Technology Supervisor (Information Technology/Countywide)
- h. Information Technology Manager (Information Technology/Countywide)

The revised specifications were presented to the Commission for approval. Ken Tasseff, Human Resources, Janette Pell and Guy Savage, Information Technology, were present to answer questions from Commissioners. The new specifications were approved as amended.

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7. Findings & Decisions

b. Closed session pursuant to Government Code section 54957 to deliberate and discuss draft Findings & Decision for Appeal A07-97 (Sam Aiello), dated June 27, 2007

The Commission adjourned into Closed Session to discuss the agenda item. Upon reconvening into Open Session, President Bergman reported that a decision was ratified pending minor editorial changes by County Counsel. President Bergman requested a motion. A motion to approve the findings denying Mr. Aiello's appeal was made by Vice President Nix and seconded by Mr. Chapman. The motion was approved 4-0-1. Mr. Salter was absent.

Roll Call:

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

8. Adjournment

Being no further business the meeting was adjourned at 11:24 a.m.

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

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