

# Civil Service Commission

1055 MONTEREY STREET, SUITE D250 ♦ SAN LUIS OBISPO, CALIFORNIA 93408 ♦ 805.781.5959



**The San Luis Obispo County Civil Service Commission  
Regular Session Meeting  
Wednesday, February 25, 2009 @ 9:00 A.M.  
1055 Monterey Street, Suite D-271, San Luis Obispo, CA**

## MINUTES

MEMBERS OF THE COMMISSION  
Robert Bergman, President  
Arthur Chapman, Vice President  
Patricia Gomez  
Jay Salter  
Bill Tappan

**Present:** President Robert Bergman, Vice President Art Chapman, Commissioner Patricia Gomez, Commissioner Jay Salter, Commissioner Bill Tappan

**Staff:** Commission Secretary Tami Douglas-Schatz, Commission Clerk Carol Hill

**Counsel:** Deputy County Counsel Shannon Matuszewicz

**1. Call to Order**

President Bergman called the meeting to order at 9:00 A.M. and led the flag salute.

**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. January 28, 2009 – Regular Meeting**

A motion to approve the January 28, 2009 regular meeting minutes as presented was made by Commissioner Chapman and seconded by Commissioner Salter. The motion carried 5-0-0.

Vote:

Commissioner Gomez	Yes
Commissioner Salter	Yes
Commissioner Tappan	Yes
Commissioner Chapman	Yes
President Bergman	Yes

**4. Future Agenda Items**

Ms. Douglas-Schatz informed the Commission that they may be hearing a re-classification appeal at the April 22, 2009 regular meeting.

**5. Reports**

**a. Commission President**

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## Rule Change to Civil Service Commission Rule 3.02(a): Revisions to the process in which the Commission elects its officers

President Bergman opened discussion on the revised Rule 3.02 draft prepared by Commission Counsel. Ms. Matuszewicz summarized the proposal which changes the process of electing officers to a rotation as opposed to an election. Ms. Matuszewicz also noted that if the Commission does approve today's revised rule the corresponding ordinance would need to be changed as well. Following discussion among Commission and Counsel it was agreed that the same result could be achieved with a policy or procedural change. President Bergman then directed Ms. Matuszewicz to draft a procedural guideline and bring it to the March 25, 2009 meeting.

### **b. Commission Subcommittees**

#### Rule Update Committee

Commissioner Chapman reported that he and Commissioner Salter have received the proposed draft rule 4 from Human Resources and that they will be meeting soon to review, edit and finalize the proposal. They hope to present the final document to the Commission at the March 25, 2009 meeting.

### **c. Commission Counsel**

No report.

### **d. Commission Secretary**

#### Presentation of additional revisions made to the 2007-2008 Annual Report

Ms. Douglas-Schatz reported that she made several revisions to the 2007-2008 Annual Report and wanted to bring them to the Commission's attention. She summarized the changes which resulted in a more descriptive "Authority and Purpose" section, removal of all future projections, minor language changes throughout, and the reclassification of one appeal that was incorrectly categorized. The Commission had no additional comments on the report.

#### Update on Human Resources Department budget

Ms. Douglas-Schatz summarized the budget situation for the Commission's rules negotiator. She informed the Commission that there was no money set aside for the Commission's rule negotiator in the previous year's budget nor is any money allocated in the proposed 2009-2010 budget. After a brief discussion, President Bergman suggested that the Commission write a letter to the Board of Supervisors requesting additional funds for a rules negotiator. Commissioner Gomez agreed to draft the letter on behalf of the Commission. President Bergman requested Ms. Douglas-Schatz to provide the Commission with a summary of the facts surrounding the issue to be included in the letter to the Board of Supervisors. The Commission will review the letter at the March 25, 2009 meeting.

## **6. Adjournment**

There being no further business, the meeting was adjourned at 9:20 A.M.

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