

Civil Service Commission

The San Luis Obispo County Civil Service Commission
Regular Session Meeting
Wednesday December 19, 2012 @ 9:00 A.M.
1055 Monterey Street, Suite D-271, San Luis Obispo, CA



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

MINUTES

Present: President Jeannie Nix, Vice President Jay Salter, Commissioner Art Chapman, Commissioner Robert Bergman, Commissioner Bill Tappan

Staff: Commission Secretary Tami Douglas-Schatz; Commission Clerk Robin Mason

Counsel: Commission Counsel Tim McNulty

1. Call to Order/ Flag Salute/ Roll Call

President Nix called the meeting to order at 9:03 A.M. and led the flag salute.

2. Public Comment Period

Members of the public wishing to address the Civil Service Commission on matters other than those scheduled below may do so when recognized by the President. Presentations are limited to three minutes per individual.

District 5 Supervisor Jim Patterson: Thanked the Commission on behalf of the Board of Supervisors.

Ed Waage: Expressed appreciation to Commission.

President Nix: Being no other requests, she closed the Public Comment Period.

3. Minutes

November 28, 2012

A motion was made by Commissioner Chapman and seconded by Commissioner Tappan to approve the October 24, 2012 regular meeting minutes as written; the motion carried 5-0-0.

4. Reports

a. Commission President

No report.

b. Commission Counsel

No report.

c. Commission Subcommittees

No report.

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d. Commission Secretary

Tami Douglas-Schatz noted the page reference number was corrected from 3D(1) to 4D(1) and presented the draft 2013 Commission calendar for approval.

Commissioner Chapman: made motion to approve the 2013 Commission calendar.

Commissioner Bergman: seconded; the motion carried 5-0-0.

5. Job Class Specifications – For Informational Purposes Only (No Action)

a. Administrative Services Manager

b. Assessment Manager

c. Social Worker I, II, III, IV

President Nix: Accepted the recently approved job specification revisions for filing and thanked staff.

6. Recognition

Tami Douglas-Schatz thanked President Jeannie Nix and Vice President Jay Salter for their work on the Commission.

President Nix: opened the public comment period for this item.

SLOCEA General Manger Kimm Daniels: thanked the Commission for their work.

County Auditor-Controller Gere Sibbach: thanked the Commission for their service over the years.

Deputy County Counsel Susan Hoffman: thanked the Commissioners for their public service.

President Nix: closed the public comment for this item as there were no further requests.

Tami Douglas-Schatz: honored Jeannie Nix and Jay Salter with resolutions of appreciation.

Commissioner Bob Bergman: read the Resolution of Appreciation (*Attachment 1) for Jeannie Nix and passed to the Commissioners for their individual signatures.

President Nix: thanked the Commissioners for the resolution of appreciation.

Commissioner Tappan: expressed appreciation for her work on the Commission as well as friendship.

Commissioner Chapman: thanked President Nix.

President Nix: thanked all members of the Commission and expressed appreciation for their time together serving on the Commission. She further stated her appreciation of Tami and HR staff, Susan Hoffman and SLOCEA representatives' attendance at every regular meeting.

Commissioner Chapman: read Resolution of Appreciation for Jay Salter (**Attachment 2) and commented on his years of CSC rules revisions and balanced perspective on the "Citizen's Commission" and his excellent use of language.

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Vice President Salter: thanked the Commission for the gift of the resolution.

Commission Counsel Tim McNulty: suggested that the Commission vote on the resolutions.

Commissioner Chapman: made a motion to approve the Resolutions of Appreciation for President Nix and Vice President Salter.

Commissioner Tappan: seconded; the motion carried 5-0-0.

Tami Douglas-Schatz: invited all to stay for refreshments.

7. **Adjournment**

Being no further business, President Nix adjourned the meeting at 9:35 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.*