

FTR Log Notes

Description			
CSC Regular Meeting			
Date	4 /25/2012	Location	CSC Regular Meeting
Time	Speaker	Note	
<u>1:03:43 PM</u>	Jeannie Nix	Item 1: Call to Order/Flag Salute/Roll Call	
<u>1:04:32 PM</u>	Jeannie Nix	Item 2: Public Comment Period none.	
<u>1:04:49 PM</u>	Jeannie Nix	Item 3: Approval of Minutes - 1-19-2012 Regular Meeting	
<u>1:05:43 PM</u>	Jay Salter	Congratulated CSC Clerk Robin Mason for a well balanced, unbiased report (re 1-19-2012 Minutes)	
<u>1:06:32 PM</u>	Bill Tappan	Moved to approve 1-19-2012 minutes as written; seconded by Comm. Bergman. 5-0-0	
<u>1:06:39 PM</u>	Jeannie Nix	Item 4: Reports	
<u>1:06:53 PM</u>	Tim McNulty	Deputy Co Counsel, Standing in for Rita Neal - nothing to report	
<u>1:07:00 PM</u>	Bill Tappan	March 28, 2012 Ad Hoc Committee Mtg. - resolve by next meeting.	
<u>1:07:27 PM</u>	Tami Douglas-Schatz	Secty Report - 1 item - no pre hearing yet, appeal hearing dates needed. Sched begin hearing May 23rd and 2nd day (Art said he'll be out of town)	
<u>1:10:12 PM</u>	Tami Douglas-Schatz	Not a termination hearing, 4 commissioners sufficient if Mr. Chapman is not available.	
<u>1:10:40 PM</u>	Kimm Daniels	Requested 23, 24 of May and all 5 Commissioners present if possible. Should not go more than 2 days.	
<u>1:11:15 PM</u>	Jeannie Nix	Set 23, 24 May as tentative dates for pdg. appeal hearing.	
<u>1:12:04 PM</u>	Tami Douglas-Schatz	nothing further.	
<u>1:12:08 PM</u>	Jeannie Nix	Item 5: Staff Report - Tami	
<u>1:12:44 PM</u>	Tami Douglas-Schatz	Normally do not do staff reports but it should be helpful for the public. Ad Hoc Meeting has been very productive. 4 key items to discuss, able to resolve 2 of those.	
<u>1:14:01 PM</u>	Tami Douglas-Schatz	Read the staff report into the record. (Included in agenda packet for today's meeting that is posted on the CSC website.)	
<u>1:14:59 PM</u>	Tami Douglas-Schatz	Commissioner Tappan agreed to address items one by one.	
<u>1:16:02 PM</u>	Jeannie Nix	re: first item - Brown Act Violation and subsequent handling (action item) opened to the Commission for discussion.	
<u>1:16:46 PM</u>	Bill Tappan	Asked Tami if this has gone before the board.	
<u>1:17:10 PM</u>	Tami Douglas-Schatz	Explained first at WG then to CSC then she'll take to the BOS.	
<u>1:17:30 PM</u>	Arthur Chapman	Q whether County Counsel would represent the CSC; clarified who would provide CSC with legal advice in that type of situation.	
<u>1:18:35 PM</u>	Jeannie Nix	Referred to Tim McNulty - Co Counsel	
<u>1:18:47 PM</u>	Tim McNulty	CoCo will represent CSC in matters other than hearings.	
<u>1:19:17 PM</u>	Arthur Chapman	Clarified when/ if future situation arises. Suggests CSC bringing it first to CoCo then tell them.	
<u>1:20:56 PM</u>	Tim McNulty	Beneficial to bring to CoCo if situation may be a potential liability to the County	
<u>1:21:13 PM</u>	Bob Bergman	Addressed cost issue	
<u>1:21:44 PM</u>	Tim McNulty	Clarified question re issue of representation for CSC	
<u>1:22:03 PM</u>	Arthur Chapman	Explained background of allegations and asked who the first point of contact would be and suggested we let CoCo decide if CoCo or outside Counsel would be best to rep CSC	
<u>1:23:31 PM</u>	Bob Bergman	Arrangement the AdHoc Committee is recommending is to go first to CoCo. Art - agreed good idea.	
<u>1:24:11 PM</u>	Jeannie Nix	Ref to Tami Douglas-Schatz, CSC Secty	
<u>1:24:25 PM</u>	Tami Douglas-Schatz	Purpose of language is that the County needs to be made aware of potential liability. CoCo to review.	
<u>1:25:08 PM</u>	Bill Tappan	Ref to Ad Hoc Committee Mtg. If Brown Act issue comes up, County needs to know about it instead of being caught by surprise.	
<u>1:25:48 PM</u>	Bob Bergman	Advice would still cost money - spending issues were part of the allegations.	
<u>1:26:52 PM</u>	Bill Tappan	Once discussion was opened, spending was not the issue - potential liability.	

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<u>1:27:28 PM</u>	Jeannie Nix	Commented that the Commission did not close the loop - now understands how it can get confusing.
<u>1:29:51 PM</u>	Bob Bergman	* Suggested adding: and/ or County Counsel in paragraph at the bottom of the staff report.
<u>1:30:24 PM</u>	Jeannie Nix	Action Item - opened for public comment re: adopting recommendation on how to handle potential litigation. none. close public comment.
<u>1:32:44 PM</u>	Tami Douglas-Schatz	Read next items on staff report. 2nd to be discussed further later; item 3 (Budget) no action req.
<u>1:33:07 PM</u>	Bob Bergman	Commented on para 3 (budget)
<u>1:33:28 PM</u>	Tami Douglas-Schatz	Clarified Commissioner Bergman's question. Suggested going to CoCo if there is disagreement.
<u>1:35:50 PM</u>	Jeannie Nix	Working Group intended to report that the budget issue has been agreed upon.
<u>1:36:43 PM</u>	Bob Bergman	The way this reads is different than I had pictured. Ref to prev hearing where CSC wanted to call a witness
<u>1:37:21 PM</u>	Jeannie Nix	That was a good learning experience.
<u>1:37:44 PM</u>	Bob Bergman	opened for discussion, suggested bringing back at a future meeting.
<u>1:38:06 PM</u>	Arthur Chapman	Number of issues that have to do with Commissioner Education. Suggested having an orientation for new Commissioners: "Commissioner 101" regarding relationships with dept/ public and procedures. Suggested discussing at a later time.
<u>1:39:55 PM</u>	Jeannie Nix	Ref Mr. Tappan - Asked if there is a need to discuss further re: budget.
<u>1:40:33 PM</u>	Jay Salter	Pleased with the progress of the working group despite prior doubts; heading in the right direction. Congratulations.
<u>1:42:06 PM</u>	Jeannie Nix	Not action item, but Mr. McNulty suggested opening every item on the agenda for public comment. opened to PC.
<u>1:42:45 PM</u>	Kimm Daniels	GM, SLOCEA - Adressed the Commission. re: item 3 on 5a(2) Budget - All want a full and fair hearing for all employees despite budgetary concerns.
<u>1:45:14 PM</u>	Jeannie Nix	closed public comment on that item.
<u>1:45:23 PM</u>	Jeannie Nix	Good understanding now that was lacking in the past re: budget. back to Secty
<u>1:45:42 PM</u>	Tami Douglas-Schatz	Item 4 on 5a(2) Witness complaints and how hearing are conducted. (action item) recommended
<u>1:49:12 PM</u>	Jeannie Nix	Opened for public comment after all Commissioners agreed to this amendment.
<u>1:49:19 PM</u>	Susan Hoffman	Deputy CoCo - Appreciate change, parties have the opportunity to fully vet their case.
<u>1:50:19 PM</u>	Kimm Daniels	SLOCEA - This change lends to full and fair hearing.
<u>1:51:00 PM</u>	Jeannie Nix	*closed PC after no further requests to speak - back to commission 5-0-0 approved amended procedural guidelines re hearings
<u>1:52:26 PM</u>	Tami Douglas-Schatz	Item 2 re: Trainings. Steve Simas - outside counsel for training.
<u>1:53:58 PM</u>	Jeannie Nix	Suggested Mr. Simas developing an orientation component to his training.
<u>1:54:31 PM</u>	Tami Douglas-Schatz	Agreed
<u>1:54:59 PM</u>	Arthur Chapman	Recommended HR Staff develop an outline for new Commissioner orientation - "How it works" internally.
<u>1:56:07 PM</u>	Bob Bergman	Suggested retired Judge training.
<u>1:56:35 PM</u>	Jeannie Nix	Suggested Mr. Simas would be the best one since he has worked in quasi judicial setting and able to learn from his experience while bldg relationship with our new outside counsel.
<u>1:57:30 PM</u>	Bob Bergman	Mr. Simas is very capable / all agreed Mr. Simas will do a good job.
<u>1:57:59 PM</u>	Jay Salter	Commented re his concerns as far as how training will be developed
<u>1:58:48 PM</u>	Tami Douglas-Schatz	Thought Mr. Simas will put together an outline and the CSC can review and make suggestions, letting him guide the program as a trainer to get what is needed and all can participate in that.
<u>1:59:50 PM</u>	Bill Tappan	Also, include witness orientation / preparation.
<u>2:00:29 PM</u>	Jeannie Nix	clarified with Mr. Tappan re: training / seperate preparation
<u>2:00:59 PM</u>	Arthur Chapman	Prehearing procedures - HR will need to weigh in on that for the training.
<u>2:01:16 PM</u>	Jeannie Nix	Item 4 #2 - engage in training - opened for public comment

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<u>2:01:31 PM</u>	Kimm Daniels	SLOCEA - re: witness preparation. SLOCEA will be there. It is important the witness knows what to expect in order to improve the process. All representatives could benefit.
<u>2:03:35 PM</u>	Jeannie Nix	no further requests to speak, closed ub Comment.
<u>2:03:40 PM</u>	Jeannie Nix	back to CSC - ad orientation and training broad based training. - Bob Bergman - great to bring back for future discussion
<u>2:04:28 PM</u>	Tami	Agree to move fwd with training then we can discuss further.
	Douglas-Schatz	
<u>2:04:54 PM</u>	Tim McNulty	It is on the agenda as an action item, ok to give staff direction then vote when it comes back.
<u>2:05:25 PM</u>	Tami	Certainly bring back an update in May will contact Mr. Simas.
	Douglas-Schatz	(Progress Report on Agenda May re: training**)
<u>2:06:01 PM</u>	Bill Tappan	More on witness complaints still on the table re: how the investigation was conducted.
<u>2:06:30 PM</u>	Tami	concludes item
	Douglas-Schatz	
<u>2:06:36 PM</u>	Jeannie Nix	Item 6: Specs Rev: Planner, I, II, III, Senior
<u>2:06:52 PM</u>	Ken Tasseff	Jason Giffen - Planning Dept. Director re; upd class spec's / ref to last mo. Land Use spec. HR has been working with the Planning Dept. and will have more coming up while updating specs in Planning Dept. Upd representative duties. Upd MQ section by making it easier to read and less repetitive.
<u>2:09:00 PM</u>	Ken Tasseff	After Agenda was prepared, SLOCEA had add'l changes. Mr. Tasseff distributed updated page to 6A 13 replacement page handed out. *To be attached to minutes*
<u>2:11:24 PM</u>	Bill Tappan	Ref to Jason Giffen, Director of Planning Dept.
<u>2:12:06 PM</u>	Jason Giffen	Explained higher level of expectaion with community outreach duties.
<u>2:13:12 PM</u>	Bill Tappan	re: wording / seems like adversarial relationship between the public and the planning dept. Is there an undertone here?
<u>2:14:04 PM</u>	Jason Giffen	Variety of opinions when dealing with land use; County staff needs to be tactful, diplomatic and objective to be sure we are not showing bias one way or another.
<u>2:14:58 PM</u>	Bill Tappan	"Acuity" may be a better word to use; out of character for what I have seen.
<u>2:15:25 PM</u>	Jason Giffen	Open to changing the word (177 on 6a(15)) "Acumen" seems adversarial.
<u>2:19:17 PM</u>	Tami	Suggested the word "direct" instead of "firm" in the spec.
	Douglas-Schatz	
<u>2:20:17 PM</u>	Jay Salter	Advocate strongly for "firmness"
<u>2:21:01 PM</u>	Ken Tasseff	Line 158 was added to include importance of dealing with pressure in this position.
<u>2:22:24 PM</u>	Jeannie Nix	Agreed with Tami that the incumbent needs to be direct. Opened to CSC - further comments/ questions.
<u>2:23:48 PM</u>	Arthur Chapman	Accurately describe the job. These types of descriptors assist the evaluators. It helps to inform the applicant as to the type of personality the dept. is looking for.
<u>2:25:21 PM</u>	Bob Bergman	Acuity which means the same thing but not as strongly. Ken Tasseff agrees to that change, but would like to keep the word "firmness" - all agreed.
<u>2:26:14 PM</u>	Jeannie Nix	Line 33 page 6a(12) there should be an "and" there. Mr. Tasseff agreed.
<u>2:27:24 PM</u>	Jeannie Nix	Asked Mr. Tasseff how Sr. Planner differs from Planner III
<u>2:28:06 PM</u>	Ken Tasseff	Explained the difference and Mr. Giffen further described the duties.
<u>2:29:19 PM</u>	Jeannie Nix	6a(13) line 82 r: prep desk manual procedures.
<u>2:30:09 PM</u>	Mr. Giffen	Explained reasoning behind it.
<u>2:31:12 PM</u>	Bill Tappan	ref to line 96; Jeannie explained her perspective and asked if everyone would know that this means recommending changes instead of making changes.
<u>2:32:11 PM</u>	Mr. Giffen	Explained office procedures as it relates to desk manual maintenance.
<u>2:33:02 PM</u>	Jeannie Nix	Thanked Mr. Tasseff...
<u>2:33:38 PM</u>	Arthur Chapman	Asked re: Planner positions are in Planning as well as GSA. Mr. Tasseff confirmed GSA is in agreement with the proposed changes to the spec.

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<u>2:35:01 PM</u>	Jason Giffen	In response to Pres. Nix comment re: org chart, he commented on Active Organizational Mgmt.
<u>2:36:20 PM</u>	Jeannie Nix	Opened to public comment - Kimm Daniels
<u>2:36:40 PM</u>	Jeannie Nix	Pub Comment closed
<u>2:36:44 PM</u>	Jay	moved
<u>2:45:16 PM</u>	Jeannie Nix	Back on the record after short break
<u>2:45:25 PM</u>	Jeannie Nix	Item 7: rev and adopt procedural guidelines for placing items on the agenda (action item) ref to meeting with Rita Neal and Tami Douglas-Schatz. *ref to attachment in complete packet...to be attached to Minutes*
<u>2:46:27 PM</u>	Bill Tappan	Agreed with revision as written
<u>2:46:42 PM</u>	Bob Bergman	Commented, agreed with revision as written
<u>2:47:51 PM</u>	Arthur Chapman	Clarified re: "Matters submitted by the President" (A re: items) (B re: time)
<u>2:49:13 PM</u>	Jeannie Nix	Clarified and read it into the record. Mr. Bergman agreed.
<u>2:50:00 PM</u>	Jay Salter	Ref to discussion from last meeting in regards to this matter. Was this matter discussed with the Working Group.
<u>2:51:15 PM</u>	Bill Tappan	Did not discuss at Work Group, decided at last mtg to allow Tami more time to review the changes.
<u>2:51:56 PM</u>	Jeannie Nix	Described her conversation with Ms. Douglas-Schatz at Working Group and the item as been thoroughly discussed and we have agreed that this is what will be on the agenda.
<u>2:54:43 PM</u>	Jay Salter	Asked Ms. Douglas-Schatz if she is in agreement with these changes.
<u>2:55:25 PM</u>	Tami Douglas-Schatz	Explained that she understands that the Commission wants add'l language.
<u>2:55:49 PM</u>	Jeannie Nix	opened to public
<u>2:55:59 PM</u>	Jeannie Nix	none. closed pc - back
<u>2:56:44 PM</u>	Jay salter	Draw the CSC attn. to word President. Suggested using "Presiding Officer" instead of "President." We need to clarify this issue as to whether the Presiding Officer has authority to add items to the agenda.
<u>2:57:57 PM</u>	Arthur Chapman	If it occurs during a meeting...if VP of CSC is the Presiding Officer in the absence of the President...in a mtg in which there's a quorum then a majority could approve.
<u>2:59:05 PM</u>	Jeannie Nix	ref incident re: meeting of 2 officers
<u>2:59:41 PM</u>	Bob Bergman	ref to previous meeting without a quorum, County Counsel advised followed to hold meeting.
<u>3:01:05 PM</u>	Jeannie Nix	Roll Call Vote - 5-0-0 re: item 7 approved.
<u>3:01:27 PM</u>	Jeannie Nix	Commented re: Administrative Decision. Substitute page.*
<u>3:02:16 PM</u>	Jeannie Nix	Adjournment