

## FTR Log Notes

Description	CSC Regular Meeting		
Date	1 /23/2013	Location	Civil Service Commission/Item
Time	Speaker	Note	
<u>9:03:00 AM</u>	Item 1: Call to Order/Flag Salute/Roll Call	Bob Bergman opened mtg per Tim McNulty (Commission Counsel) request (There are no officers as of yet due to change in BOS/ CSC)	
<u>9:03:03 AM</u>	Item 2: Election of Officers Item 3: Public Comment	Election of officers: Commissioner Chapman nominated Bob Bergman for CSC President. Bill Tappan seconded; roll call vote: motion to elect Bob Bergman as CSC President carried 5-0-0. Commissioner Tappan nominated Art Chapman as Vice President of CSC. Commissioner Nash seconded; roll call vote: motion to elect Art Chapman as CSC VP carried 5-0-0. No public comment requests. Closed PC period.	
<u>9:03:06 AM</u>	Item 4: Approval of Minutes -	President Bergman asked 2 new members of Commission to abstain from voting. Commissioner Tappan moved to approve the Dec 19, 2012 Minutes as presented; Commissioner Chapman seconded; motion carried 3-0-2.	
<u>9:03:43 AM</u>	Item 5: Reports -	5(a) President Bergman welcomed Wayne Caruthers and Betsey Nash to the Civil Service Commission.	
<u>9:03:58 AM</u>	Commission Counsel Tim McNulty	5(b) No report.	
<u>9:04:02 AM</u>	Tami Douglas Schatz - HR Director, CSC Sect'y	5(c) Sect'y Report: Need to set dates (approx. 1 week) for GSA Term Appeal with outside Counsel, Dept. rep by Susan Hoffman. Check calendars. (Betsey will know for sure by the Friday prior due to jury duty. (3/8/13)	
<u>9:05:32 AM</u>	President Bergman	Schedule 2 consecutive days. Tentatively set 13th, 14th of March and March 26, 27. Will keep posted via email. Confirmed that Mr. Simas is available as well.	
<u>9:07:49 AM</u>	5 Min. Break/ Set up	Pres Bergman called a 5 minute break for set up of presentation.	
<u>9:11:05 AM</u>	President Bergman	Intro Steve Simas, Commission Outside Counsel - Fair Hearings Training (LINK TO POWER POINT PRESENTATION HERE)	
<u>9:26:06 AM</u>	Steve Simas	CSC Jurisdiction Section of Training	
<u>9:36:32 AM</u>	Steve Simas	Concluded Jurisdiction section.	
<u>9:36:51 AM</u>	Brian Reynolds	Asked if Mgmt side ever appeals	
<u>9:37:08 AM</u>	Steve Simas	Answered	
<u>9:37:34 AM</u>	Commissioner Wayne Caruthers	Asked about applicants' right to appeal	
<u>9:38:11 AM</u>	Steve Simas	Confirmed there was no public comment from the 6 people in D-160 via Skype and began the Administrative Hearings Section of Training.	
<u>9:48:22 AM</u>	CSC Pres Bob Bergman	Commented on Witness Subpoena section, asked how CSC enforces this.	
<u>9:48:56 AM</u>	Mr. Simas	Answered	
<u>9:50:57 AM</u>	Tami Douglas-Schatz	Stated: COSLO ee's are required to appear. Appt Auth can issue disciplinary action.	
<u>9:51:47 AM</u>	Steve Simas	Cont'd Admin Hearings Section of Training	
<u>9:54:44 AM</u>	CSC Pres Bob Bergman	Explained updated procedure - Counsel can ask clarifying questions.	
<u>9:56:27 AM</u>	Steve Simas	Con'td Admin Hearings Section of Training	
<u>9:59:59 AM</u>	Susan Hoffman	Clarified if there is no objection, can hearsay be admitted?	
<u>10:00:30 AM</u>	Steve Simas	Answered	
<u>10:02:06 AM</u>	Brian Reynolds	Q re: discipline hearings - past eval's can become evidence?	
<u>10:02:59 AM</u>	Mr. Simas	Answered	
<u>10:04:07 AM</u>	Mr. Simas	Con'td Admin Hearings Section of Training	
<u>10:05:41 AM</u>	Mr. Simas	Anatomy of a Disciplinary Action	
<u>10:05:55 AM</u>	Break		
<u>10:22:16 AM</u>	Mr. Simas	Cont'd Training: Section: Anatomy of a Disciplinary Action	
<u>10:23:27 AM</u>	Kimm Daniels - SLOCEA/ Betsey	Question re: Letter of Reprimand - do you have to consult with HR?	

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<u>10:23:46 AM</u>	Steve Simas/ Commissioner Chapman	Ref to Rule Book
<u>10:25:31 AM</u>	CSC Counsel Tim McNulty/ Steve Simas	Ref to 14.04
<u>10:26:03 AM</u>	Tami Douglas-Schatz	Commented: as matter of past practice and good policy depts work with HR
<u>10:27:00 AM</u>	Steve Simas	Anatomy of Disciplinary Action
<u>10:36:29 AM</u>	Pres Bergman	Commented
<u>10:37:03 AM</u>	Steve Simas	Cont'd section of training: Anatomy of Disciplinary Action Section
<u>10:39:25 AM</u>	Bill Tappan	Commented re: inefficiency/ incompetence
<u>10:39:41 AM</u>	Mr. Simas	Commented and cont'd training: Anatomy of Disciplinary Action Section
<u>10:43:42 AM</u>	Commissioner Wayne Caruthers	Question re: whistleblower statute
<u>10:44:17 AM</u>	Mr. Simas	Answered
<u>10:46:38 AM</u>	Mr. Simas	Con'td training: Anatomy of Disciplinary Action Section
<u>10:47:49 AM</u>	Commissioner Betsey Nash	Defined "Contumacious"
<u>10:48:08 AM</u>	Mr. Simas	Con'td training: Anatomy of Disciplinary Action Section
<u>10:56:49 AM</u>	Pers Analyst Mark McKibben	Question
<u>10:57:07 AM</u>	Mr. Simas	Answer re: Dr. Note/ insub or willfull disobedience
<u>10:57:28 AM</u>	Pres. Bergman	Asked Tami about County policy on informing ee's re: phone/ computer use
<u>10:57:44 AM</u>	Tami Douglas-Schatz	commented on policy/ procedres for informing ee's.
<u>10:58:41 AM</u>	Mr. Simas	Con'td training: Anatomy of Disciplinary Action Section
<u>11:09:33 AM</u>	Tami Douglas-Schatz/ Mr. Simas	Commented re: 13.04/ discussion
<u>11:11:11 AM</u>	Commissioner Art Chapman	Commented on eval rating of unsatisfactory.
<u>11:14:16 AM</u>	Steve Simas	Commission's decision section of training
<u>11:14:52 AM</u>	CSC Pres Bob Bergman	Commented re: video recordings
<u>11:15:28 AM</u>	Mr. Simas	re: video / Bob said it was found that the video was disruptive and asked HR to *fwd decision to Mr. Simas
<u>11:16:33 AM</u>	Mr. Simas	Cont'd training
<u>11:17:56 AM</u>	Mr. Simas	Training: Judicial Review of the Commission's Decision ( CSC Clerk stated that notes end there. Attach Steve's remaining PPP notes to minutes.)**
<u>11:30:24 AM</u>	Bob Bergman	Commented re: independance of CSC.
<u>11:31:03 AM</u>	Steve Simas	Commented
<u>11:31:27 AM</u>	Pres Bergman	Thanked Mr. Simas - best presentation he's seen on the topic
<u>11:31:57 AM</u>	VP Chapman	Asked Mr. Simas to explain dif of open or closed hearing.
<u>11:32:33 AM</u>	Mr. Simas	Answered
<u>11:36:03 AM</u>	President Bergman	Thanked Simas and asked if any further comments
<u>11:36:21 AM</u>	SLOCEA	Kimm Daniels thanked Mr. Simas
<u>11:36:47 AM</u>	Adjournment	CSC President Bob Bergman Adjourned the meeting as there were no further requests to speak by the public.
<u>12:28:23 PM</u>		
<u>12:28:39 PM</u>		