

FTR Log Notes

Description		
Civil Service Commission Regular Session Meeting		
Date	Location	
2 /27/2013	Civil Service Commission	
Time	Speaker	Note
7:44:46 AM	Test Equipment	
8:44:54 AM		
9:05:16 AM	Item 1: Call to Order/Flag Salute/Roll Call;Item 2: Public Comment; Periodtem 3: Approval of Minutes	Roll Call: 5-0-0 (late start, Art caught in traffic) No Public Comment Requested, closed. Commissioner Chapman moved to approve Jan. 23, 2013 Minutes; Commissioner Caruthers 2nd; motion carried 5-0-0.
9:05:30 AM	Bob Bergman/ Tim McNulty	No report from President or Counsel.
9:05:34 AM	Tami Douglas-Schatz	CSC Secty Report: Hearing cal for March settled. No hearing and no other dates needed at this time.
9:06:04 AM	Tami Douglas-Schatz	Reports - 4c: Job Class Specification Process Presentation by Ken Tasseff and Mark McKibben Pers Analysts from HR Dept. **Link to Presentation**
9:07:52 AM	Ken Tasseff	Presented Job Class Specification Process.
9:17:50 AM	Commissioner Caruthers Q:	re: elimination/ deactivation of spec.
9:19:33 AM	Ken Tasseff	Answered
9:19:41 AM	Commissioner Chapman Q:	re: education/ experience ection of spec.
9:20:03 AM	Ken Tasseff	Answered
9:20:53 AM	Commissioner Chapman	Commented on purpose of this section
9:22:16 AM	Commissioner Nash Q:	re: qualification consistency
9:22:57 AM	Mark McKibben/ Ken Tasseff	Answered and also referred to upcoming spec revision.
9:23:37 AM	Mark McKibben	Cont'd presentation
9:27:07 AM	Commissioner Nash	Commented
9:27:37 AM	Mark McKibben	Commented and then Con'td presentation
9:29:16 AM	President Bergman	Thanked Mark McKibben and Ken Tasseff for a good presentation.
9:29:43 AM	Comm Bergman/ Tami	Closed Secty time.
9:29:51 AM	Item 5 and 6 (numbering error)	Buyer I-II. Spec, Senior buyer. Mark McKibben introduced Cody Van Dorn GSA Purchasing and explained need for this revision. Maximize County Dollar. need lead worker: Sr. Buyer.
9:32:15 AM	Mark McKibben	Ref: 5a-2 (proposed GSA Org Chart) Ref: 5a-3
9:33:18 AM	"	5a-6 Preferred qualification.
9:33:32 AM	"	re: Sr. Buyer Spec, opened for Q's
9:34:07 AM	Commissioner Nash	Q re: Sr. buyer, Bergman stated first refer to Buyer I-II, asked re: Buyer I-II
9:35:23 AM	Commissioner Caruthers	Q re: General Supervision page 5a-3 line 16, 22.
9:35:44 AM	Mark McKibben	Answered.
9:36:22 AM	Commissioner Chapman	re: pg. 5a-3 Definition scope of work.
9:36:42 AM	Cody Van Dorn - GSA	Answered Commissioner Chapman's Q.
9:39:25 AM	Mark Mckibben	Answered Commissioner Chapman's Q re: term "large".
9:43:55 AM	Cody Van Dorn - GSA	Answered Commissioner Chapman's Q
9:44:38 AM	Commissioner bergman	Confirmed Art finished and asked Mark to bring back at next mtg for final look.
9:45:04 AM	Bill Tappan	re: "Fully" qualified - recommended striking the word Fully.

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<u>9:45:34 AM</u>	Wayne Caruthers	Q re: procurements
<u>9:47:15 AM</u>	Cody Van Dorn	Commented re: Commissioner Catuthers Q
<u>9:50:52 AM</u>	Bob Bergman	Opened Public Comment re: Buyer I-II spec revision
<u>9:50:55 AM</u>	Kimm Daniels	SLOCEA rep Buyers - opposes "negotiates with vendors and suppliers language" in spec ref: line 10 pg. 5a-3; line 42 pg. 5a-4; line 82 pg. 5a-5.
<u>9:53:29 AM</u>	Art Chapman	Negotiates ...in original spec.
<u>9:53:43 AM</u>	Kimm Daniels	Commented: buyers opposed to having that level of responsibility...would rather assist the dept.
<u>9:55:02 AM</u>	Cody Van Dorn	Explained requirements of a professional buyer.
<u>9:59:12 AM</u>	"	*Cont'd
<u>10:00:15 AM</u>	Bill Tappan	Q re: protocol / mark McKibben responded.
<u>10:01:33 AM</u>	Commissioner Nash	Q re: training of existing Buyers. Kimm Daniels responded.
<u>10:03:03 AM</u>	Kimm Daniels	Commented re: certification
<u>10:03:36 AM</u>	Mark McKibben	Commented re: concerns, mgmt. perogative* to represent duties as pertain to County needs.
<u>10:04:28 AM</u>	Bob Bergman	no further requests to speak, closed public comment.
<u>10:04:44 AM</u>	Bob Bergman	Either appr'v as revised, or bring back to next meeting.
<u>10:05:04 AM</u>	Tami Douglas-Schatz	Good to bring back; phrases to work on.
<u>10:05:21 AM</u>	Bob Bergman	Asked Commissioners to bring notes back to next mtg. All agreed.
<u>10:05:40 AM</u>	Commissioner Chapman	Asked what the dept. intention is in imporving training/ skills re: negotiations
<u>10:06:19 AM</u>	Cody Van Dorn	Dept is willing to provide training over 12 mo. period as Mark mentioned.
<u>10:07:13 AM</u>	Tami Douglas-Schatz	Q: Do you have direction for staff re: Negotiation piece.
<u>10:07:37 AM</u>	Commissioner Nash	recommended to Mr. Van Dorn help staff feel more comfortable w/ add'l responsibilities.
<u>10:08:10 AM</u>	Commissioner Caruthers	recommended " " with add'l training, etc.
<u>10:09:28 AM</u>	Commissioner Chapman	Commented that class spec includes but have been under utilized; reasonable as a job requirment.
<u>10:10:16 AM</u>	Cody Van Dorn	Not currently in spec. (Bold is in original spec - clerk handed out color copies)
<u>10:12:48 AM</u>	Bob Bergman	*provide written stmt of assurance re: training, part of it.
<u>10:13:20 AM</u>	Kimm Daniels	Commented
<u>10:14:57 AM</u>	Mark McKibben	Sr. Buyer *New Spec*
<u>10:16:26 AM</u>	Commissioner Nash	re: Org Chart and educational req.
<u>10:17:51 AM</u>	Commissioner Caruthers	Q/ Mark McKibben asnwered re: Sr. Buyer
<u>10:18:52 AM</u>	Bob Bergman	re: not yet brought to BOS/ Commented on previous procedure.
<u>10:19:36 AM</u>	Mark McKibben	Commented
<u>10:20:05 AM</u>	Bill Tappan	Commented
<u>10:20:18 AM</u>	Cody Van Dorn	Commented re: org structure. Commissioner Caruthers made a motion to approve the specs as amended; Commissioner Tappan seconded; motion carried 5-0-0.
<u>10:21:41 AM</u>	Item 7: Adjournment	President Bergman closed Public Comment after no further requests to speak.