

## FTR Log Notes

Description			
Civil Service Commission Regular Session Meeting			
Date	3 /27/2013	Location	Civil Service Commission
Time	Speaker	Note	
7:43:56 AM	Test Equipment	Test Equipment	
9:00:51 AM	Item 1: Call to Order/Flag Salute/Roll Call	5-0-0	
9:00:56 AM	Item 2: Public Comment Period	None.	
9:01:07 AM	Item 3: Approval of Reg. Mtg. Minutes - Feb. 27, 2013.	Comm. Tappan motion to apprv as written; Comm. Nash seconded; Motion carried 5-0-0.	
9:01:27 AM	President Bergman	Change time of April 24, 2013 meeting to 1:00 PM: Wayne and Bill will go to training. Art out of town that day.	
9:03:14 AM	Tim McNulty - Counsel	none.	
9:03:17 AM	Tami Douglas-Schatz	none, only ethics training already mentioned.	
9:03:34 AM	Item 5: Spec - Rev.	Sr. Buyer - FYI only. Approved at 2-27-13 Meeting.	
9:03:44 AM	Art Chapman	Applaud Staff's handling of spec revision. Recommended changes have been made.	
9:04:01 AM	Item 6a: Rev. Buyer I-II Job Specification	Job Spec Revision: Buyer I - II. Mark McKibben, Personnel Analyst - explained changes in document; referred to last mtg. Term: "negotiate" to remain in spec per last meeting. referred to 6a2 - Revised Org Chart included.	
9:05:19 AM	"	Reviewed changes.	
9:06:54 AM	"	Explained training process for Buyers. GSA ID'd 3 types of training.	
9:07:33 AM	Bill Tappan	Asked if option is left up to employee, MM explained how it will work.	
9:07:52 AM	Wayne Caruthers	Asked about any offline discussion	
9:08:40 AM	President Bergman	Opened to Public Comment re: Sr. Buyer Spec	
9:08:50 AM	Kimm Daniels - SLOCEA	SLOCEA - commented re: changes to Buyer I - II	
9:09:57 AM	Art Chapman	Q re: purchasing	
9:10:22 AM	Cody Van Dorn - GSA	Explained process.	
9:11:27 AM	Kimm Daniels - SLOCEA	Explained historic practice of negotiations	
9:12:11 AM	Art Chapman	Ref to other agencies, may have purchasing dept.	
9:12:44 AM	Betsey Nash	Asked Kimm Daniels about reasoning.	
9:13:28 AM	Kimm Daniels	Commented	
9:16:04 AM	Wayne Caruthers	Inquired re: overtime, Cody Van Dorn commented	
9:16:23 AM	Kimm Daniels	Commented	
9:17:45 AM	Debbie Belt - GSA	Buyer - explained workload and qualifications.	
9:19:07 AM	Wayne Caruthers	Recommended putting in OT request (for documentaton purposes) to Ms. Belt.	
9:19:37 AM	Art Chapman	Mixing classification issues vs. org. issues and workload. CSC handles classifications, Mgmt. handles org. / workload issues.	
9:20:42 AM	Bill Tappan	Clarified the issue is the negotiating aspect	
9:21:04 AM	President Bergman	Asked if any other public comment	
9:21:18 AM	Cody Van Dorn - GSA	Confirmed no requests for OT; assured will continue to look at work load, capacity of individual buyers.	
9:21:57 AM	Mark McKibben - HR	Explained Comparable Counties re: Negotiations, explained no change to MQ's	
9:22:43 AM	President Bergman	Back to Commission. Art Chapman made a Motion to approve as it has been amended. Wayne Caruthers seconded; motion carried 5-0-0	

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<u>9:23:10 AM</u>	Item 7a: Sheriff's Records Mgr. Spec	Megan Fisher Pers Analyst - Sheriff's Records Mgr. Spec. w/ Chief Rob Reid. *New*
<u>9:24:09 AM</u>	Commissioners	Org Chart
<u>9:25:44 AM</u>	Clerk	Distributed Org Chart, include with minutes **
<u>9:25:59 AM</u>	Betsey Nash	Commented
<u>9:26:22 AM</u>	Rob Reid	Clarified dept. will hold open recruitment
<u>9:26:50 AM</u>	Wayne Caruthers	Clarified incumbent retirement, workload - mgmt. duties vs. records clerk
<u>9:27:12 AM</u>	Megan Fisher	ASO II vs. Sheriff's Records Mgr.
<u>9:29:05 AM</u>	Rob Reid	Explained the position is uniquely related to Criminal Justice.
<u>9:29:50 AM</u>	Art Chapman	Clarify that ASO II level is mgmt. level, commented re: p. 7a3 should be same language as 7b3 section beginning on line 15.
<u>9:32:24 AM</u>	Art Chapman	Ref 7a5 asked if person req to drive?
<u>9:32:42 AM</u>	Rob Reid	Replied re: driving requirement
<u>9:32:47 AM</u>	Bill Tappan	Seems rep under rep duties stmts. 7a3; parrots 7a2.
<u>9:34:40 AM</u>	Bob Bergman	Re: ASO II eliminated?
<u>9:34:49 AM</u>	Megan Fisher	Yes, new spec replaces ASO. labor is establishing the pay, a little higher. Not yet to BOS. Pending CSC approval.
<u>9:35:26 AM</u>	Bill Tappan	Rec prop org change BT, BN 5-0-0
<u>9:36:08 AM</u>	Item 7b: Supv Collections Officer	Supv Coll Officer Spec - Maricela havard, Jim Salio and Ed Leibscher
<u>9:36:44 AM</u>	Megan Fisher	Explained need for new spec.
<u>9:37:31 AM</u>	Bill Tappan	Commented re: Org Chart
<u>9:38:22 AM</u>	Art Chapman	7b3 language 2nd sentence, sugg make it easier to read, less "ands"
<u>9:39:22 AM</u>	Bob Bergman	No public comment, motion to approve as amended, BN , WC 5-0-0. as amended.
<u>9:40:27 AM</u>	Bob Bergman	Adjournment