

# FTR Log Notes

Description			
Regular Civil Service Commission Meeting			
Date	12/18/2013	Location	Civil Service Commission
Time	Speaker	Note	
9:01:07 AM	Item 1: Call to Order/Flag Salute/Roll Call	4 Present, 1 Absent (Bill Tappan)	
9:01:10 AM	Item 2: Public Comment Period	Opened by President Bergman	
9:01:14 AM	Kimm Daniels SLOCEA	Commented: Thanked CSC	
9:02:05 AM	Item 3: Approval of Minutes	Oct 23, 2013 Motion to approve minutes as written: AC, 2nd WC. Motion carried: 4-0-1 (Comm. Tappan absent.)	
9:02:39 AM	Item 4: Reports	President - Thanked Staff for job well done.	
9:03:11 AM	Tim McNulty	Counsel - No report.	
9:03:18 AM	Tami Douglas-Schatz	Calendar: Hearing date needed for January. CSC available 1/21, 1/22. CSC Clerk to confirm.	
9:05:02 AM	Item 4c: 2014 CSC Calendar (Approval)	2014 Commission Calendar Approval: Consent. 4-0-1 (Comm. Tappan absent)	
9:05:57 AM	Item 5: Job Spec Rev	Kennel Worker, Animal Control Officer, Animal Control Lead Officer	
9:06:35 AM	Ken Tasseff - HR Analyst	Introduced Dr. Eric Anderson - Animal Svcs. Mgr. and discussed reason for spec update. Opened to CSC	
9:07:47 AM	Pres. Bergman	Commission agreed to go through each spec separately.	
9:08:10 AM	Betsey Nash	Commented: Kennel Worker need to state they also need to work within State/ local Laws. Mr. Tasseff suggested instead to possibly remove from spec instead of adding to this spec.	
9:10:10 AM	Art Chapman	Commented: preferred to leave it in "knowledge of" but remove from definition. Keep in standards. **	
9:12:18 AM	Wayne Caruthers	Inquired re: timeliness of job spec revision	
9:13:05 AM	Eric Anderson	Addressed Mr. Carthers' question re: reason why spec is being revised at this time.	
9:15:32 AM	Wayne Caruthers	Inquired re: HSUS has reg. Enforcement over the County. Mr. Anderson clarified scope of service and how the organization assists the Animal Services Dept. with suggestions re: areas of potential improvement or realignment	
9:16:59 AM	Art Chapman	5a2 editorial comment re: euthanasia (also lines 4 and 24)	
9:18:07 AM	Bob Bergman	Further comments?	
9:18:25 AM	Animal Control Lead Officer - Art Chapman	5c3 line 15 re: clarification "neighborhoods"	
9:19:45 AM	Eric Anderson	Commented add apostrophe	
9:21:02 AM	Art Chapman	Be consistent "dogs", "domestic animals"	
9:21:31 AM	" "	Inquired re: Conditions of employment for this position.	
9:21:53 AM	Eric Anderson	explained training is 2 week course. during probationary perid.	
9:22:34 AM	Wayne Caruthers	Inquired re: 832	
9:23:40 AM	Eric Anderson	Issues citations and actively enforces other codes and carries firearms.	
9:24:45 AM	Betsey Nash	Inquired re: carrying firearms language	
9:25:09 AM	Eric Anderson	Part of course	
9:25:28 AM	Ken Tasseff	Offered to craft language that speaks to the carrying of fire arms.	
9:25:52 AM	Tami Douglas-Schatz	Asked Dr. Anderson if it is at all levels. re: carrying fire arms	
9:26:02 AM	Eric Anderson	Both Animal Control Officer, Lead officer, Supv. Officer and also himself. Deferred to Ken re: weight of the utilization. It is a rare occurrence.	
9:26:48 AM	Bob Bergman	Agreed with Commissioner Nash to add to spec re: firearm. Commissioner Caruthers agreed and suggested to add to spec.	
9:27:34 AM	Tim McNulty	Suggested possibly add to typical Tasks.	
9:27:54 AM	Eric Anderson	Stated that American Vet. Medical Assoc. has directed a policy re: the humane methods of performing euthenasia.	

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<u>9:29:20 AM</u>	Bob Bergman	Break to allow time for Analyst to revise spec per Commission recommendations.
<u>9:36:11 AM</u>	Bob Bergman	Reconvened.
<u>9:36:18 AM</u>	Ken Tasseff	Commented on spec revision. Add a clause to maintain qualification. (under ability to safely use and carry a fire arm.) safety use, carry, and secure a fire arm.
<u>9:37:38 AM</u>	Wayne Caruthers	Suggested add (ability) "and willingness"
<u>9:38:31 AM</u>	Ken Tasseff	Commented. Dr. Anderson also commented.
<u>9:39:23 AM</u>	Art Chapman	Stated: it will be an essential job function. part of hiring process.
<u>9:39:36 AM</u>	Bob Bergman	Opened Public Comment Period
<u>9:39:53 AM</u>	Kimm Daniels	General Mgr. SLOCEA inquired if person could be trained on fire arms.
<u>9:40:24 AM</u>	Ken Tasseff	Confirmed that the employee must complete a course prior to completion of probationary period.
<u>9:40:37 AM</u>	Kimm Daniels	Concluded.
<u>9:40:41 AM</u>	Bob Bergman	Closed PC, motion to approve all as amended AC
<u>9:41:29 AM</u>	Item 7: Adjournment	Adjourned.