The San Luis Obispo County Civil Service Commission
Regular Session Meeting
Wednesday, February 24, 2010 @ 9:00 A.M.
1055 Monterey Street, Suite D-271, San Luis Obispo, CA

MINUTES

Present: President Art Chapman, Commissioner Patricia Gomez, Commissioner Bob Bergman, Commissioner Jay Salter, Commissioner Bill Tappan

Staff: Commission Secretary Dori Duke, Commission Clerk Carol Hill

Counsel: Deputy County Counsel James Orton / Assistant County Counsel Rita Neal

1. Call to Order
President Chapman called the meeting to order at 9:00 A.M. and led the flag salute.

2. Public Comment Period
Members of the public wishing to address the Civil Service Commission on matters other than those scheduled below may do so when recognized by the President. Presentations are limited to three minutes per individual. Being none, President Chapman closed the public comment period.

3. Minutes
January 15, 2010 – Special Meeting
January 21, 2010 – Special Meeting
January 27, 2010 – Regular Meeting
Commissioner Gomez noted that Commissioner Tappan is listed as present and absent on the January 27, 2010 minutes; he was absent. Clerk to make correction. A motion was made by Commissioner Bergman and seconded by Commissioner Salter to approve the January 15, 2010 and January 21, 2010 minutes as presented and the January 27, 2010 minutes as amended; motion carried 5-0-0.

4. Reports
Commission President
No report.

Commission Subcommittees
Rule Update Committee
No report.

Commission Counsel
No report.

Commission Secretary
Ms. Douglas-Schatz reported that Appeal #09-02 which was continued from January 27, 2010 has been resolved. Additionally, there may be an all day appeal hearing on Wednesday, March 24, 2010; however the parties are actively working on a settlement.
5. **Job Class Specifications – Revised**

   - Agricultural/Weights & Measures Technician I, II
   - Agricultural Inspector/Biologist Trainee, I, II, III
   - Weights and Measures Inspector Trainee, I, II, III

Lisa Winter, Personnel Analyst introduced Agricultural Commission Chief Deputies Brenda Ouwerkerk and Brett Saum and presented the revised job class specifications. After staff answered Commission questions the Commission recommended additional minor changes. A motion was made by Commissioner Salter and seconded by Commissioner Bergman to approve the three specifications as amended; motion carried 5-0-0.

6. **Criteria for routing probationary rejection appeals**

   Ms. Douglas-Schatz distributed written criteria for routing probationary rejection appeals as requested by the Commission at their previous meeting. Kimm Daniels, SLOCEA General Manager, stated that she had not seen the criteria prior to this morning’s meeting and requested that it be discussed at the next Rule Update Meeting; President Chapman concurred. The Commission agreed that the written criteria was sufficient and directed Ms. Douglas-Schatz to provide the information to departments and bargaining unit representatives.

7. **Closed Session (per Gov. Code, 54957): Review of performance evaluation for Commission Secretary**

   The Commission adjourned into closed session to discuss the performance evaluation for Commission Secretary. Upon reconvening into open session, President Chapman stated that no reportable action was taken on the item.

8. **Closed Session - (Closed Session per Gov. Code, section 54957.6) Conference with Commission Labor Negotiator**

   **2008-2010 Civil Service Commission Rule Changes**

   The Commission adjourned into closed session to discuss rule changes with their labor negotiator. Upon reconvening into open session, President Chapman stated that no reportable action was taken on the item.

9. **Adjournment**

   The meeting was adjourned at 11:29 A.M.

*Note: These minutes reflect official action of the Civil Service Commission. A digital record exists and will remain as the official, complete record of all proceedings by the Civil Service Commission.*