

CITY OF SANTA BARBARA CIVIL SERVICE COMMISSION

MINUTES

REGULAR MEETING

Monday, September 10, 2012

4:15 p.m.

Room 15, Top Floor, City Hall

735 Anacapa Street, Santa Barbara, California

ORDER OF BUSINESS:

1. *Call to Order & Roll Call:* The meeting was called to order at 4:17 p.m. by Vice-Chair Donna Lewis. Present: Vice-Chair Donna Lewis and Commissioners Alan Kasehagen, Kathryn McKee, and Gabe Dominocielo. Absent: Chair Gabe Garcia. Staff member Barbara Barker was present.
2. *Public Comment:* There were no members of the public present to provide public comment.
3. *Selection of the Chair and Vice-Chair for the coming year:* The motion for Gabe Garcia to serve as Chair and Donna Lewis to serve as Vice-Chair was made and seconded (Kasehagen/Dominocielo) and approved by voice vote.
4. *Approval of the Minutes from the Meeting of Monday, July 9, 2012.* The motion to approve the minutes of Monday, July 9, 2012 was made (Dominocielo) and approved by voice vote.
5. *Discussion of Letter from Commission to Management concerning procedural issues raised by recent disciplinary hearing.* The Commission decided to hold their letter pending further discussion and information to be presented at the November meeting. The Commission requested that "Intent to Suspend, Demote, or Terminate" memos be included in the hearing packets, and requested the City provide a definition of "insubordination".
6. *Topics for the next meeting, which is scheduled for Monday, November 12, 2012:* Review of disciplinary process, review of definition of Insubordination, and discussion/decision regarding the Commission's pending Letter to Management concerning procedural issues raised by recent disciplinary hearing.
7. *Adjournment of Meeting:* A motion to adjourn the meeting was made (McKee), no one opposed, and the meeting was adjourned at 4:56 p.m.

Materials related to an item on this agenda submitted to the Civil Service Commission after distribution of the agenda packet are available for public inspection in the Human Resources Office located at City Hall, 735 Anacapa Street, Santa Barbara during normal business hours.

In compliance with the Americans with Disability Act (ADA), if you need special assistance to participate in this meeting, please contact Barbara Barker at 564-5316. Notification at least 48

hours prior to the meeting will enable the City to make reasonable arrangements.