

**CITY OF SANTA BARBARA
CIVIL SERVICE COMMISSION**

MINUTES

REGULAR MEETING

Monday, January 11, 2016

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 4:15 p.m. by Chair Kathryn McKee. Present: Commissioners Alan Kasehagen, Desmond O'Neill, Gabe Dominocielo and Donna Lewis. City Attorney Ariel Calonne and staff member Susie Gonzalez were present.
2. *Public Comment.* No public comment.
3. *Approval of the Minutes from the Meeting of November 9, 2015.* A motion to approve the minutes of November 9, 2015 was made and seconded (O'Neill/Kasehagen) and approved by voice vote.
4. *Discuss Civil Service Commissioner Orientation Binder.* Staff member Susie Gonzalez provided Commissioners with a list of current documents provided within the Commissioner Orientation Binder and they discussed additional documents that they would like to see added to the binders in the future.
5. *Elect Civil Service Commission Chair and Vice-Chair.* It was moved and seconded that Gabe Dominocielo be elected as Chair and Alan Kasehagen was elected as Vice-Chair.
6. *Topics for the Next Meeting, which is scheduled for Monday, March 14, 2016.* Review draft updates to the Civil Service Commissioner Orientation Binder.
7. *Adjournment of Meeting.* A motion was made (McKee/O'Neill) to adjourn the meeting. The meeting adjourned at 4:43 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 Susie Gonzalez at 564-5316. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.