

CITY OF SANTA BARBARA CIVIL SERVICE COMMISSION

MINUTES *Amended*

REGULAR MEETING

Monday, November 12, 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 Chair Gabe Garcia. Present: Chair Gabe Garcia, Vice-Chair Donna Lewis and Commissioners Alan Kasehagen, Kathryn McKee, and Gabe Dominocielo. Staff member Barbara Barker and Deputy City Attorney John Doimas were present.
2. *Public Comment:* There were no members of the public present to provide public comment.
3. *Approval of the Minutes from the meeting of Monday, September 10, 2012:* The motion to approve the minutes was made and seconded (Lewis/Kasehagen) and approved by voice vote. Chair Garcia abstained.
4. *Meeting dates in 2013: January 14. March 11. May 13, July 8, September 9, and November 11.* The regular meeting dates for 2013 were presented.
5. *Review of City's Discipline Procedures and definition of Insubordination.* The definition of "insubordination" was presented and discussed with Deputy City Attorney John Doimas. The Commission expressed an interest in adding to its procedures manual ~~short definitions of the reasons for suspension, demotion, and dismissal, per City Charter Section 1007.~~ **a definition of insubordination.** Mr. Doimas is to discuss this interest with the City Attorney and this item will be place on the agenda for the January 14, 2013 regular meeting.
6. *Discussion/Decision regarding the Commission's pending Letter to Management concerning procedural issues raised by a 2012 disciplinary hearing:* This item was moved to the January 14, 2013 regular meeting.
7. *Topics for the Next Meeting, which is scheduled for Monday, January 14, 2013:* Discussion/decision regarding the Commission's pending letter to Management concerning procedural issues raised by a 2012 disciplinary hearing. Commission's interest in adding ~~definitions of the reasons for suspension, demotion, and dismissal,~~ **a definition of insubordination,** per City Charter Section 1007, to its procedures manual.
8. *Adjournment of Meeting:* A motion to adjourn the meeting was made and seconded

(McKee/Dominocielo) and approved by voice vote. The meeting was adjourned at 5:09 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.