

**CITY OF SANTA BARBARA
CIVIL SERVICE COMMISSION**

MINUTES

REGULAR MEETING

Monday, September 8, 2014

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 Donna Lewis and Alan Kasehagen. Absent: Commissioners Gabe Dominocielo and Desmond O'Neill. Administrative Services Director Kristy Schmidt and staff member Barbara Barker 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 July 14, 2014 and the Special Meeting of July 24, 2014.* A motion to approve the minutes of July 14, 2014 was made and seconded (Lewis/Kasehagen) and approved by voice vote. A motion to approve the minutes of the July 24, 2014 Special Meeting was made and seconded (Kasehagen/Lewis) and approved by voice vote.
4. *Update on the status of the Meet and Consult process with the City's Employee Groups regarding the Hearing Procedures.* Kristy Schmidt, Administrative Services Director, explained that she had communicated with the various employee groups regarding the proposed changes to the Hearing Procedures. The Police Officers' Association (POA) may want to wait until their normal negotiation timeframe before discussing any changes; however, discussions with the other employee groups were progressing. So, it may be a possibility that there would be two sets of Hearing Procedures until the process was completed with the POA. The Commission wanted the employee groups to know about their desire to update the procedures. The Commission was available to hold a special meeting, if necessary, to finalize the procedures. Ms. Schmidt to provide a status report at the November 10, 2014 meeting.
5. *Topics for the Next Meeting, which is scheduled for Monday, November 10, 2014.* Update on the progress of discussions with the employee groups regarding the Hearing Procedures.
6. *Adjournment of Meeting.* A motion was made and seconded (Lewis/Kasehagen) to adjourn the meeting. The meeting adjourned at 4:42 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.