

**CITY OF SANTA BARBARA  
CIVIL SERVICE COMMISSION**

**MINUTES**

**REGULAR MEETING**

Monday, March 11, 2019

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 Desmond O'Neill. Present: Commissioners Donna Lewis, Alan Kasehagen, and Gabe Dominocielo. Staff members Graciela Reynoso, Wendy Levy, and Councilmember Oscar Gutierrez. Commissioner Robert Burke was absent.
2. *Public Comment.* No Public Comment
3. *Approval of the Minutes from the Meeting of January 14, 2019.* A motion to approve as submitted the January 14, 2019 minutes was made and seconded (Lewis/Kasehagen) and approved by voice vote. Commissioner Dominocielo abstained.
4. *Civil Service Commission vacancy update.* Staff reported that Advisory Group applications will be accepted by the Clerk's office beginning in April with appointments in June. Commissioner Dominocielo is interim during the recruitment process.
5. *Civil Service Commission hearing update.* Staff confirmed the hearing for a Police Officer on April 15–17, 2019. Commissioner Kasehagen requested the witness list as soon as available. Commissioner Lewis announced she is available until 3:30 p.m. on Tuesday, April 16<sup>th</sup> the second day of the hearing. Commissioner Dominocielo is available until 3:00 p.m. on Wednesday, April 17<sup>th</sup> the final day of the hearing.

Commissioner Lewis asked if the City has used State mediation. Staff responded that we have used a State mediator during negotiations but not for a Civil Service Commission hearings. Commissioners discussed the benefits of using a mediator and requested clarification on the role mediation plays prior to cases being heard by the Commission.

Councilmember Gutierrez asked for guidance on his role during the hearing process. He asked about the Commission rules. Staff responded that Council Liaison does not receive details about the hearing and that the final decision is not appealable to the City Council. Commissioner Dominocielo referred to the updated hearing procedures and how the process is outlined and made available to the public.

6. *Topics for next meeting.* Chair Desmond O'Neill requested to move agenda items for Civil Service Commission name tags and proposal to move regular meetings to Council Chambers to the meeting in May when all Commissioners can be present. Commissioner Lewis requested to add a discussion regarding mediation process and Human Resources office role during an appeal for a hearing.
7. *Adjournment of Meeting.* A motion was made and seconded (Dominocielo/Kasehagen) to adjourn the meeting. The meeting adjourned at approximately 4:34 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 Wendy Levy at 564-5316. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.