

**CITY OF SANTA BARBARA  
CIVIL SERVICE COMMISSION**

**MINUTES**

**REGULAR MEETING**

Monday, May 13, 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 4:20 p.m. by Chair Desmond O'Neill. Present: Commissioners Donna Lewis and Alan Kasehagen. Staff members Graciela Reynoso, Wendy Levy, Vince Wong, Christie Lanning and Yesenia Gomez. Commissioners Robert Burke and Gabe Dominocielo were absent.
2. *Public Comment.* No Public Comment
3. *Approval of the Minutes from the Meeting of March 11, 2019.* A motion to approve as submitted the March 11, 2019 minutes was made and seconded (Kasehagen/Lewis) and approved by voice vote.
4. *Civil Service Commission vacancy update.* Staff reported that the City Clerk's office received one application. Council is holding three interview slots in June.
5. *Civil Service Commission hearing update.* Staff confirmed that the hearing scheduled in April was settled. A new hearing has been requested and staff is waiting to hear back from the employees Attorney after May 27, 2019.
6. *Civil Service Commission hearings and mediation.* Staff reported that mediation or settlement is always an option outside of the Commission. Commissioner Kasehagen asked if the City pays for State mediation during negotiations. Commissioner Lewis requested that Human Resources find out who pays and if the City has to pay to use the State Conciliation and Mediation service and if so how much. Staff will research and have the information for the next meeting in July.
7. *Sharepoint site.* Vince Wong from IS was available to answer questions on the process of setting up an account to access the site. He recommended that Commissioners contact Zac Smith from IS to schedule a time to meet or go over set up by phone.
8. *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 July when all Commissioners can be present. Commissioner Lewis requested that staff follow up on request for information regarding mediation process, cost, and which party incurs the expense. Commissioner Kasehagen requested information/rules on Commissioner attendance for Advisory Committees.
9. *Adjournment of Meeting.* A motion was made and seconded (O'Neill/Kasehagen) to adjourn the meeting. The meeting adjourned at approximately 4:36 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.