

**CITY OF SANTA BARBARA  
CIVIL SERVICE COMMISSION  
MINUTES  
REGULAR MEETING**

Monday, September 9, 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, and Yesenia Gomez were present. Commissioner Robert Burke was absent.
2. *Public Comment.* Thomas Welch, Treatment and Patrol Unit and Darryl Scheck from SEIU spoke at public comment.
3. *Approval of the Minutes from the Meeting of July 8, 2019.* A motion to approve as amended the July 8, 2019 minutes was made and seconded (Lewis/ Kasehagen) and approved by voice vote.
4. *Civil Service Commission vacancy update.* Human Resources Manager Wendy Levy announced the passing of Commissioner Robert Burke. Recruitment closes September 24, interviews in October, and appointments made in November for two vacancies.
5. *Civil Service Commission hearing update.* Staff confirmed that a hearing is to be scheduled for November 4<sup>th</sup> or November 11<sup>th</sup>.
6. *Civil Service Commission hearings and mediation.* Mr. Calonne was present to discuss process of building mediation through the State Conciliation and Mediation service into the Civil Service Hearing Procedures. Mr. Calonne advised that changes to the hearing procedures would require Council authority, by ordinance to modify hearing procedures. Discussion regarding mediation followed. SEIU offered to survey their interacting agencies. Continued to next meeting. Cost regarding outside mediation was discussed by Human Resources Manager Wendy Levy. Commissioner Lewis referred to a list of vetted mediators, and provided a list of mediators and the website to the State Conciliation Mediation Service webpage indicating services are free.
7. *Sharepoint site.* Commissioners asked to take this item off the agenda, as it was discussed on record and Mr. Burke indicated he needed further deliberation on the item before proceeding.

8. *Form 700.* This is a form required of Civil Service Commissioners.
9. *Civil Service commission rules regarding attendance.* Rules provided in Civil Service procedures read to the Commissioners.
10. *Election Chair and Vice-Chair.* Commissioner Lewis was nominated and selected as Chair. Commissioner Kasehagen was nominated and selected as vice-chair.
11. *Topics for next meeting.* Hearing dates for a pending appeal were discussed.
12. *Adjournment of Meeting.* A motion was made and seconded (O'Neill/Kasehagen) to adjourn the meeting. The meeting adjourned at approximately 4:40 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.