



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, December 12, 2023
11:00AM

MINUTES

CALL TO ORDER

Vice-Chair Sharon Bonner called the meeting to order at 11:04 AM.

ROLL CALL

Commission Members Present: Sharon Bonner, Erick Javaneau.

Administrative and Civil Service Staff Members Present: George Hypolite, Counsel for the Commission; Marisa Pacheco, HR Director; and Manuel Alcala, Civil Service Administrator.

AMENDMENTS TO THE AGENDA: None

READING AND APPROVAL OF MINUTES

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the November 14, 2023 meeting as distributed.

Roll Call: Ayes: Bonner, Javaneau. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve all items set forth in the consent agenda.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously

REGULAR AGENDA

1. Review the proposal submitted by the Civil Service staff and Police Department, relating to changes in post-offer psychological exam processing.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator. The staff report and the Commission's review of the background information has been made part of the record in this matter.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously.

2. Review the appeal submitted by Lacey Davidson, relating to the removal of their name from the Police Patrol Officer eligible list.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously.

3. Review the appeal submitted by Michael DeCesaro, relating to the removal of their name from the Police Patrol Officer eligible list.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously.
4. Review the appeal submitted by Jonathan Lee, relating to the rejection of their Police Patrol Officer exam application.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal is approved, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously.
5. Submission of the eligible list for Associate Engineer II.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Associate Engineer II.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously.
6. Submission of the eligible list for Associate Engineer II - Stormwater
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Associate Engineer II - Stormwater.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously
7. Submission of the eligible list for Associate Field Engineer.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Associate Field Engineer.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously
8. Submission of the eligible list for Auto Mechanic
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Auto Mechanic.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously
9. Submission of the eligible list for Civil Engineer / Wastewater.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Civil Engineer / Wastewater.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously
10. Submission of the eligible list for Engineering Manager.
Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Engineering Manager.
Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously
11. Submission of the eligible list for Grants Analyst.

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Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Grants Analyst.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously

12. Submission of the eligible list for Park Ranger.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Park Ranger.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously

13. Submission of the eligible list for Pretreatment Compliance Technician.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Pretreatment Compliance Technician.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously

14. Submission of the eligible list for Tax Compliance Technician.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Tax Compliance Technician.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously

15. Submission of the eligible list for Traffic Control Utility Worker II.

Commission Action: Mr. Javaneau seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Traffic Control Utility Worker II.

Roll Call: Ayes- Bonner, Javaneau. Motion carried unanimously

ADMINISTRATIVE ITEMS

1. Staff update and discussion on the proposed Mayoral Order relating to Police Patrol Officer hiring crisis. The Administrator provided a staff report and updated the Commission on a proposed Mayoral Order, provided his reaction to the order and summarized an alternative proposal that was issued to the Mayor, intended to minimize the impact on the Civil Service system. The staff report is on file at the Civil Service Office.
2. The next regular meeting of the Civil Service Commission was scheduled for Tuesday January 9, 2024, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURN – 12: 09 A.M.


Commission Chair