



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
CIVIL SERVICE COMMISSION
SEPTEMBER 14, 2017**

CALL TO ORDER

The Regular Meeting of the Civil Service Commission was called to order at 5:30 p.m. in the Large Conference Room, Second Floor, National City Civic Center, on Thursday, September 14, 2017.

ROLL CALL

COMMISSION MEMBERS PRESENT: *David Garcia*, Chairperson
 Rafael Courtney, Vice-Chairperson
 Fred Puhn, Commissioner
 William Sendt, Commissioner

COMMISSION MEMBERS ABSENT: *Leslie Coyote*, Commissioner

STAFF PRESENT: *Stacey Stevenson*, Deputy City Manager
 Lilia Muñoz, Human Resources Analyst

REPRESENTATIVES PRESENT: None

SALUTE TO THE FLAG

Vice-Chairperson Courtney led the pledge of allegiance to the flag.

PUBLIC COMMUNICATIONS

None

APPROVAL OF MINUTES

Regular Meeting of July 13, 2017

Action: Motion made by Sendt, seconded by Courtney, and unanimously carried to approve the regular meeting minutes of July 13, 2017.

REPORTS FOR FILE

**Personnel Report
Report of Vacancies**

Action: Motion made by Puhn, seconded by Sendt, and unanimously carried to accept and file the Personnel Report and the Report of Vacancies as presented to the Commission.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Commission to approve absence of Commissioner Coyote from Civil Service Regular Meeting of September 14, 2017 (per CS Bylaws Article III, Section 6)

Action: Motion made by Puhn, seconded by Courtney, and unanimously carried to approve the absence of Commissioner Coyote from Civil Service Regular Meeting of July 13, 2017.

B. Report from the Civil Service Commission to the City Council of the City of National City

Director Stacey Stevenson informed the Commission that this is a draft staff report of their activities for the City Council. Ms. Stevenson informed them that they may accept the report or make any changes, and the next step would be how and when they would like to deliver the report to the City Council. Discussion ensued and Deputy City Manager Stevenson answered questions from the Commission. Revise the report and bring back to next meeting.

Action: Motion made by Courtney, seconded by Garcia, and unanimously carried to revise report and bring back report to their next meeting.

Action: Motion made by Puhn, seconded by Garcia, and unanimously carried to add New Business Item to next agenda to change the reporting dates to coincide with dates of election of officers.

STAFF COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Puhn is happy that Stacey is getting reports like these done. Chairperson Garcia also thanked staff.

ADJOURNMENT

Action: Motion made by Garcia, seconded by Puhn, and unanimously carried to adjourn the regular meeting at 5:53 p.m., Thursday, September 14, 2017, to the next regular meeting of the Civil Service Commission on Thursday, November 9, 2017, at 5:30 p.m., in the Large Conference Room, Second Floor of the Civic Center, 1243 National City Blvd., National City, CA 91950.



CHAIRPERSON

11/9/17

DATE APPROVED

Special meetings may be called by the Chairperson upon the recommendation of the Personnel Director to consider matters requiring a timely resolution in accordance with the Ralph M. Brown Act per Government Code Section 54950, et. Seq.