



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
CIVIL SERVICE COMMISSION
NOVEMBER 9, 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, November 9, 2017.

ROLL CALL

COMMISSION MEMBERS PRESENT: *David Garcia*, Chairperson (*Arrived few minutes late*)
 Rafael Courtney, Vice-Chairperson
 Leslie Coyote, Commissioner
 Fred Puhn, Commissioner
 William Sendt, Commissioner

COMMISSION MEMBERS ABSENT: None

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

REPRESENTATIVES PRESENT: None

SALUTE TO THE FLAG

Commissioner Puhn led the pledge of allegiance to the flag.

PUBLIC COMMUNICATIONS

None

APPROVAL OF MINUTES

Regular Meeting of September 14, 2017

Action: Motion made by Sendt, seconded by Garcia, and unanimously carried to approve the regular meeting minutes of September 14, 2017.

REPORTS FOR FILE

Personnel Report Report of Vacancies

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

UNFINISHED BUSINESS

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

Human Resources Analyst Lilia Muñoz provided the Commission a summary of the changes requested.

Action: Motion made by Sendt, seconded by Coyote, and unanimously carried to approve the report from the Civil Service Commission to the City Council of the City of National City.

Action: Motion made by Coyote, seconded by Garcia, and unanimously carried to place report on the City Council Agenda for their meeting scheduled for December 5, 2017.

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 Sendt, seconded by Courtney, and unanimously carried to approve the absence of Commissioner Coyote from Civil Service Regular Meeting of September 14, 2017. Abstained: Commissioner Coyote

B. Discuss changing the reporting dates of the Report from Civil Service Commission to the City Council of the City of National City

Discussion ensued and Deputy City Manager Stevenson answered questions from the Commission. Commission requested to have report brought for their review to the November scheduled meeting.

Action: Motion made by Sendt, seconded by Coyote, and unanimously carried to change the reporting dates to calendar year.

STAFF COMMENTS

Deputy City Manager Stacey Stevenson provided the Commission information on a half-day training opportunity from the San Diego County Chapter of the California School Personnel Commissioners' Association. Chairperson Garcia and Commissioner Sendt agreed to attend.

COMMISSIONER COMMENTS

Chairperson Garcia thanked staff.

ADJOURNMENT

Action: Motion made by Sendt, seconded by Coyote, and unanimously carried to adjourn the regular meeting at 5:54 p.m., Thursday, November 9, 2017, to the next regular meeting of the Civil Service Commission on Thursday, January 11, 2018, 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



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.