



EL DORADO COUNTY CIVIL SERVICE COMMISSION

330 Fair Lane, Placerville, CA 95667

Office of Emergency Services

MINUTES

January 21 and 22, 2015

10:00 a.m.

- I. CALL TO ORDER AND ROLL CALL** – The Commission meeting was called to order at 10:05 A.M. Present were Commissioners: Judy Morris, Sherri Pedersen, Richard Ross, Ed Miller, Pam Miller and Michael Dean, Commission's Attorney. Also present were Bobbi Bennett, Human Resources Manager, Julia Tate (Commission's Recording Secretary), and Laurie Gower (Town and Country Transcriber).
- II. APPROVAL OF AGENDA FOR MEETING of January 21 and 22, 2015** – Motion made by Sherri Pedersen and seconded by Pam Miller to approve the agenda. The Commission unanimously approved the agenda.
- III. ELECTION OF COMMISSION OFFICERS** – Motion made by Sherri Pedersen to Nominate Ed Miller as Chair of Commission and seconded by Pam Miller. Motion made by Sherri Pedersen to nominate Pam Miller as Vice Chair of Commission. The Commission unanimously approved both nominations. Ed Miller is newly elected as Chair of the Commission. Pam Miller is elected as Vice Chair of Commission.
- IV. APPROVAL OF MINUTES of June 17, 2014 Special Meeting** – Motion made by Judy Morris and seconded by Richard Ross to approve the minutes. The Commission unanimously approved the minutes.
- V. CIVIL SERVICE COMMISSION RULES OF PROCEDURE** – Discussion and possible adoption of revised Rules of Procedure. Ms. Bennett stated to the Commission there was one change from Rules of Procedure Draft #2 and Draft #3 in number 9. Continuance. It was added that a request for a continuance of a hearing could be approved or denied by the Vice Chairperson or the Commission's Executive Officer as opposed to only the Chairperson. Commissioner Ross asked if there was a law that wouldn't allow the Executive Officer to make such a decision. Ms. Bennett stated she was not aware of such restrictions and pointed out that the Executive Officer along with the Chairperson may sign subpoenas so to her that further supported it could be done.

Mr. Dean explained that the Board of Supervisors updated the County Ordinance related to the Civil Service Commission to align with current government code which dictates that a civil service commission hearing is to occur within 20 days of a request for an appeal. As a result, it



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was necessary to update the Commission's Rules of Procedure. Since that was being done, why not update all the Rules of Procedure.

- VI.** Motion made by Pam Miller and seconded by Sherri Pedersen to adopt the revised CSC Rules of Procedure. The Commission unanimously approved the revisions.
- VII. Calendar 2015** – Motion moved by Judy Morris and seconded by Sherri Pedersen to approve the 2015 Civil Service Calendar. The Commission unanimously approved the calendar.
- VIII. OPEN FORUM** – Members of the public may address the Commission on matters within its subject matter jurisdiction but not appearing on the agenda. Comments are limited to three (3) minutes unless further time is granted by the Chair. No Comments.
- IX. CIVIL SERVICE COMMISSION CLOSED HEARING**
 - a. CLOSED SESSION** – Public Employee Discipline/Dismissal/Release (Govt. C. sec. 54957)
- X. ADJOURNMENT**

Respectfully submitted,

Bobbi Bennett

Bobbi Bennett, Human Resources Manager
Executive Officer