



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
CIVIL SERVICE COMMISSION
JANUARY 12, 2017**

CALL TO ORDER

The Regular Meeting of the Civil Service Commission was called to order at 5:34 p.m. in the Large Conference Room, Second Floor, National City Civic Center, on Thursday, January 12, 2017.

ROLL CALL

COMMISSION MEMBERS PRESENT: *Fred Puhn*, Chairperson
 David Garcia, Vice-Chairperson
 Leslie Coyote, Commissioner
 Rafael Courtney, 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 Coyote led the pledge of allegiance to the flag.

PUBLIC COMMUNICATIONS

None

APPROVAL OF MINUTES

Regular Meeting of November 10, 2016

Action: Motion made by Sendt, seconded by Courtney, and unanimously carried to approve the regular meeting minutes of November 10, 2016. Abstained: Vice-Chairperson Garcia

REPORTS FOR FILE

**Personnel Report
Report of Vacancies**

Action: Motion made by Coyote, seconded by Courtney, 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 Vice-Chairperson Garcia from Civil Service Regular Meeting of November 10, 2016 (per CS Bylaws Article III, Section 6)

Deputy City Manager Stacey Stevenson informed the Commission that this was an approved absence as established by their bylaws.

Action: Motion made by Sendt, seconded by Coyote, and unanimously carried to approve absence of Vice-Chairperson Garcia from Civil Service Regular Meeting of November 10, 2016.
Abstained: Vice-Chairperson Garcia

ELECTION OF OFFICERS

Deputy City Manager Stacey Stevenson reminded the Commission that annually they elect a chair and a vice-chair, and in recent history the vice-chair has become the chair and a new vice-chair is elected.

Commissioner Coyote nominated Garcia for the Chairperson and the nomination was seconded by Courtney. There were no other nominations. All AYES. Vice-Chairperson Garcia is the new Chairperson.

Commissioner Sendt nominated Courtney for the Vice-Chairperson and the nomination was seconded by Coyote. There were no other nominations. All AYES. Commissioner Courtney is the new Vice-Chairperson.

STAFF COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Puhn asked if there were any hearings on the horizon. Deputy City Manager Stacey Stevenson responded that everything was quiet. Commissioner Sendt informed us that he would be absent for the next meeting. Commissioner Courtney asked if there were any trainings coming up. Deputy City Manager Stacey Stevenson responded that there were no trainings planned, but if they had a particular training they would like, to inform her. Commissioner Puhn suggested a tutorial on hearings.

ADJOURNMENT

Action: Motion made by Courtney, seconded by Coyote, and unanimously carried to adjourn the regular meeting at 5:55 p.m., Thursday, January 12, 2017, to the next regular meeting of the Civil Service Commission on Thursday, March 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



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.