

CIVIL SERVICE COMMISSION
Thursday, May 20, 2021
3:30 p.m.

In accordance with Executive Orders N-25-20 and N-29-20 the May 20, 2021 Civil Service Commission meeting will be held virtually.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

The May 20, 2021 Civil Service Commission will be facilitated virtually through Zoom.

1. Join the Zoom meeting application on your computer, tablet or smartphone:

Go to: <https://sonomacounty.zoom.us/j/91702432840?pwd=alAvTHljQlpGVs9hc2l1K0E5ODVnQT09>

2. Call-in and listen to the meeting:

By telephone:

Number: +1 (669) 900-9128

Webinar ID: 917 0243 2840

Password: 006351

PUBLIC COMMENT PRIOR TO THE COMMISSION MEETING: Public Comment may be submitted via email.

EMAIL PUBLIC COMMENT: To submit an emailed public comment to the commission secretary email marissa.georges@sonoma-county.org by May 17, 2021. Please provide your name, the agenda items on which you wish to speak, and your comment. These comments will be emailed to all Civil Service Commission members.

PUBLIC COMMENT DURING THE COMMISSION MEETING:

PUBLIC COMMENT USING ZOOM: Members of the public who join the Zoom meeting, either through the Zoom app or by calling in, will be able to provide live public comment at specific points throughout the meeting.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please contact the Commission Secretary at (707) 565-6195 or by email marissa.georges@sonoma-county.org by 12pm Monday, May 17, 2021 to ensure arrangements for accommodation.

The rules for public observation and comment supersede and replace the standard provisions on page two for the duration of the public health emergency.

CIVIL SERVICE COMMISSION AGENDA

May 20, 2021

Disabled Accommodation: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact Marissa Georges at (707) 565-6195, as soon as possible to ensure arrangements for accommodation.

Public Comment: Any member of the public may address the Commission on a matter listed on the agenda. Commenters are requested to come forward to the podium when recognized by the Commission Chair. Please state your name and limit your comments to the agenda or report item under discussion. Available time for comments is determined by the Commission Chair based on agenda scheduling demands and total number of speakers.

Materials related to an item on this Agenda submitted to the Commission after distribution of the agenda packet are available for public inspection in the Human Resources office at the above address during normal business hours.

I. Call to Order

II. Approval of Minutes of May 6, 2021

III. Director's Report

IV. Public Comment

Any member of the public may address the Commission on a matter not listed on the agenda. Please state your name and who you represent, if applicable. Comments will be limited to 3 minutes.

V. Reports

VI. Agenda Items

A. Civil Service Commission Appeal Settlements
Commissioner Walsh

VII. Appeals

VIII. Other Scheduling Matters

IX. Commissioners Closed Session

X. Reconvene from Closed Session

XI. Commissioners Open Session

XII. Adjourn

The next Civil Service Commission meeting will be **Thursday, June 3, 2021** at 3:30 p.m., virtually with Zoom. The Agenda deadline for this meeting is 2:00 p.m., Monday, May 24, 2021.

CIVIL SERVICE COMMISSION MINUTES
Sonoma County Human Resources Department
May 6, 2021

PRESENT

Commissioners: John Hadzess, Jerry Dunn, Anthony Withington, Pat Sabo, Mark Walsh

Human Resources Staff: Spencer Keywood, Amy Kraus, Colleen Goetz, Gail Papworth, Eric Payne, Michael Nielsen, Jennifer Tamayo, Paul Carroll, Jennifer Stockinger, Marissa Georges

Commission Counsel: Jeff Walter

I. CALL TO ORDER

The virtual meeting was called to order at 3:08 p.m.

II. APPROVAL OF MINUTES

Motion: Commissioner Withington

Second: Commissioner Dunn

Ayes - Roll Call Vote: 5 **Abstain:** 0 **Absent:** 0

III. DIRECTOR'S REPORT

Christina Cramer, HR Director, introduced Coralia Garcia as the new HR Technician in the Recruitment & Classification unit. Christina reported that HR is currently planning two department head recruitments for the Director of Health Services and Director of Child Support Services. Christina reported that HR's front lobby is open to the public on a part-time basis, and HR hopes to open to full-time hours by June 2021.

IV. PUBLIC COMMENT

V. AGENDA ITEMS

VI. REPORTS

A. Employee Relations Manager – Human Resources Department – Specification Update Study

Spencer Keywood reported

Motion: Commissioner Withington

Second: Commissioner Dunn

Roll Call Vote: **Ayes:** 5 **Absent:** 0

VII. APPEALS

A. Pre-hearing Meeting on Hearing Procedures Regarding Upcoming Appeal of Termination – Ramirez

Jeff Walter, Civil Service Commission Special Counsel, led the discussion on hearing logistics for the Ramirez hearing. SEIU 1021 Attorney was not present, County of Sonoma Attorney was present. Civil Service Commission set a two-day Zoom hearing for June 9, 2021 and June 10, 2021 from 9:00am - 5:00pm. Commission Secretary to send hearing confirmation letters to all parties.

VIII. OTHER SCHEDULING MATTERS

IX. COMMISSIONERS CLOSED SESSION

X. RECONVENCE FROM CLOSED SESSION

XI. COMMISSIONERS OPEN SESSION

Commissioner Walsh added an agenda item to the next meeting to discuss appeal settlements.

XII. ADJOURN

The Civil Service Commission meeting adjourned at 3:38 p.m.