

**CITY OF SANTA BARBARA  
CIVIL SERVICE COMMISSION**

**MINUTES**

**REGULAR MEETING**

Monday, May 9, 2022

4:15 p.m.

Room 15, Top Floor, City Hall

735 Anacapa Street, Santa Barbara, California

**ORDER OF BUSINESS:**

1. *Call to order & roll call.* The meeting was called to order by Chair Donna Lewis. Present: Commissioners Alan Kasehagen, and Lindsey Charles. Staff members Graciela Reynoso and Erik Uchida were present.
2. *Public comment.* Nobody wished to make a public comment.
3. *Approval of the minutes from the Civil Service Commission Meeting on March 14, 2022.* A motion to approve the minutes from the Civil Service Commission meeting on March 14, 2022 was made and seconded. The motion was approved by all Commissioners.
4. *Status update on adding mediation language to the Civil Service Hearing Procedures.* City Attorney, Ariel Calonne, sent Ms. Lewis an email stating that the Civil Service Commission could not unilaterally change its own procedures. Ms. Lewis responded to Mr. Calonne stating that the Commission had previously made changes to the procedures in 2015. Ms. Lewis included a paragraph from the Attorney's Office staff report stating that no action was needed from City Council to make the change. Ms. Lewis also asked Mr. Calonne what steps the Commission would need to take to make a recommendation to the City Council regarding changing the hearing procedures. Mr. Calonne had not yet responded to her email. Mr. Kasehagen asked staff about the procedure for adding an item to the council agenda and if the item would need to be sponsored by someone from the City. Ms. Reynoso said that this would be a question for the City Clerk and/or the City Attorney. Ms. Reynoso said staff would get clarification about the process for adding a Council Agenda Item.
5. *Discussion on Upcoming Hearings.* Ms. Reynoso stated that there are currently no upcoming hearings.
6. *Topics for next meeting.* Status update on adding mediation language to the Civil Service Hearing Procedures. Election of new chair and vice chair for the Commission.
7. *Adjournment of Meeting.* A motion to adjourn the meeting was made, seconded, and approved.

Materials related to an item on this agenda submitted to the Civil Service Commission after

distribution of the agenda packet are available for public inspection in the Human Resources Office located at City Hall, 735 Anacapa Street, Santa Barbara during normal business hours.

In compliance with the Americans with Disability Act (ADA), if you need special assistance to participate in this meeting, please contact Wendy Levy at 564-5316. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.