

**CITY OF SANTA BARBARA
CIVIL SERVICE COMMISSION**

MINUTES

REGULAR MEETING

Monday, July 10, 2023

4:15 p.m.

I.T. Training Room, 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 Alan Kasehagen. Present: Commissioners Donna Lewis, Lindsey Charles, and Hap Freund. 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 May 8, 2023.* A motion to approve the minutes from the Civil Service Commission meeting on May 8, 2023 was made and seconded. The motion was approved by all Commissioners.
4. *Appointment of a new Chairperson and Vice Chairperson for the Civil Service Commission for Fiscal Year 2024, July 1, 2023 – June 30, 2024* Ms. Lewis nominated Ms. Charles to serve as chairperson for fiscal year 2024. The commission voted unanimously to elect Ms. Charles as chairperson. Ms. Charles nominated Ms. Lewis to serve as vice chairperson for fiscal year 2024. The commission voted unanimously to elect Ms. Lewis as vice chairperson.
5. *Discussion on the request to City Council to Add Mediation to the Civil Service Hearing Procedures* Ms. Lewis provided the commission with a spreadsheet highlighting the potential value of adding mediation to the Civil Service Hearing procedures. Ms. Lewis asked the rest of the commission if they had any concerns/edits for the spreadsheet. Mr. Freund suggested they add a note that employees would not be compelled to reach a resolution during the mediation process. He added that mediation may also improve employee/employer relations. Ms. Lewis stated that she delivered the spreadsheet to Councilmember Eric Friedman's office. Councilmember Friedman was not in the office at the time, but he later called Ms. Lewis and requested that the matter be included as part of the budget process. Ms. Lewis also tried to call the other Councilmembers, but was unsuccessful in reaching them. Mr. Kasehagen sent emails to the Councilmembers regarding the request, but did not receive any responses. The Commission discussed the next possible steps in taking the request for mediation to the City Council. Ms. Lewis suggested contacting the support staff for the City Council, Holly Perea. Mr. Freund agreed that contacting support staff would be a good idea and also suggested that the Commissioners go in pairs to visit Councilmembers to discuss their request.

6. *Discussion on the recruitment for the vacant Civil Service Commissioner position* Mr. Uchida stated that the City did not receive any applications for the Civil Service Commission during the spring recruitment. He added that he spoke with the City Clerk, Sarah Gorman, who said that dates have not been established for the fall recruitment yet. However, interested persons can contact the City Clerk's Office directly to apply outside of the normal recruitment period.
7. *Discussion of Upcoming Hearings.* Ms. Reynoso stated that there are currently no upcoming hearings.
8. *Topics for next meeting.* Mr. Kasehagen made a request to cancel the regularly scheduled Civil Service meeting on September 11 and re-schedule it for the following Monday, September 18. The other commissioners agreed to re-schedule the meeting. As topics for the next meeting, continued discussion on adding mediation to the Commission's Hearing procedures and continued discussion on the recruitment for the vacant Civil Service Commissioner position.
9. *Adjournment of Meeting.* A motion to adjourn the meeting was made, seconded, and approved.