



AGENDA

CIVIL SERVICE COMMISSION CITY OF VALLEJO February 13, 2017 5:15 P.M.

COMMISSIONERS
Burky Worel, Chair
Robert Arp
Igal Koiman
Vicki Moore
Robbie Ann White

This agenda contains a brief general description of each item to be corrected. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Civil Service Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to Government Code Section 5495.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Executive Secretary of the Commission prior to the consideration of the item.

Those wishing to address the Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Commission will be available for public inspection at the Human Resources Department, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the Commission. Such documents may also be available on the City of Vallejo website at <http://www.ci.vallejo.ca.us> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-7211, TDD (707) 649-3562.



Vallejo City Council Chambers is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the Human Services Department no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF THE MINUTES** – Minutes of the December 12 & 14, 2016 meetings.
5. **WRITTEN COMMUNICATIONS-** None
6. **REPORT OF THE EXECUTIVE SECRETARY-** None

7. COMMUNITY FORUM

Anyone wishing to address the Commission for any matter for which another opportunity to speak is not provided on the agenda, and is within the jurisdiction of the Commission to resolve, is requested to submit a completed speaker card to the Secretary. When called upon, each speaker should step to the podium, state his/her name and address for the record. The conduct of the community forum shall be limited to a maximum of 15 minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300. The remainder of the speakers wishing to address the Commission on non-agenda items will be heard at the Second Community Forum listed later on the agenda.

8. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

All matters are approved under one motion unless requested to be removed for discussion by the Chairperson or Executive Secretary. Members of the public wishing to address the Commission on Consent Calendar items are asked to address the Executive Secretary and submit a completed speaker card prior to the approval of the agenda. Such requests shall be granted, and items will be addressed in the order which they appear in the agenda. After making any changes to the agenda, the agenda shall be approved.

A. Approval of Agenda

9. NEW BUSINESS

A. Review of New Attendance Policy for all City Boards, Committees & Commissions

Recommendation: No action required. Informational item only

Contact: Dawn Abrahamson, City Clerk (707) 648-4527

B. Hearing on Requests by Employees Tom Wright and Ray Martin for Downgrade Transfer to Bridge Operator Pursuant to Rule 23.3

Recommendation: Approve Tom Wright and Ray Martin to be placed on a voluntary downgrading transfer list (Register of Eligibles) for the position of Bridge Operator; said Register of Eligibles will be valid for 365 calendar days from date of Civil Service Commission approval to place employees on this transfer list. The Public Works Department currently has one (1) vacancy for Bridge Operator and may select a person to fill the current vacancy from this Register of Eligibles.

Contact: Janet Thiessen, Human Resources Program Manager,
(707) 648-4106

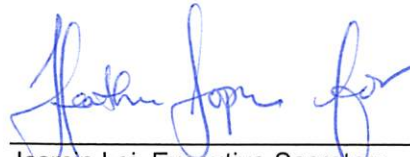
10. OTHER

11. ADJOURNMENT

CERTIFICATE

I, Jasmin Loi, Executive Secretary do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Civil Service Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., February 10, 2017.

Dated: February 10, 2017



Jasmin Loi, Executive Secretary