

AGENDA

Wednesday, April 15, 2015

City of Huntington Beach PERSONNEL COMMISSION

5:30 PM - Meeting Room B-8
Civic Center - 2000 Main Street
Huntington Beach CA 92648

MEETING ASSISTANCE NOTICE - AMERICANS WITH DISABILITIES ACT

In accordance with the Americans with Disabilities Act the following services are available to members of our community who require special assistance to participate in Personnel Commission meetings. If you require special assistance, 48-hour prior notification will enable the city to make reasonable arrangements. To make arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas, please contact the City Clerk's Office at (714) 536-5227, or request assistance from staff at the meeting.

1. CALL TO ORDER

Commissioners: Elford, Inglee, Rivera, Storm, Thompson

Staff Liaison: Ken Domer, Assistant City Manager

Also present:

Michele Warren, Secretary to the Personnel Commission/Director of Human Resources

Mike Vigliotta, Chief Assistant City Attorney

JoAnn Diaz, Principal Personnel Analyst

Sandy Henderson, Personnel Analyst

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS

The Personnel Commission welcomes public comments on all items on this agenda or of community interest. We respectfully request that this public forum be utilized in a positive and/or constructive manner. Please focus your comments on the issue or problem that you would like to bring to the attention of the Personnel Commission. Negative comments directed at individuals are not acceptable.

Three (3) minutes per person. Time may not be donated to others. No action can be taken by the Personnel Commission on this date unless agendaized. This is the time to address the Personnel Commission regarding items of interest or on agenda items other than public hearings.

4. APPROVAL OF MINUTES

- Meeting of March 18, 2015

For questions, please contact Sandy Henderson at (714) 960-8828

5. REVIEW AND ADOPT FINAL WRITTEN FINDINGS OF NON-DISCIPLINARY GRIEVANCE REGARDING INTERFERENCE WITH ADVANCEMENT

6. LABOR RELATIONS UPDATE

7. SECRETARY'S REPORT

8. COMMENTS FROM COMMISSIONERS

Announcements, brief report regarding Commissioner activities, ask questions for clarification, request information from Staff, direction to Staff regarding a future agenda item or for the provision of information for a future meeting.

9. ADJOURNMENT

Meeting adjourned to the next regularly scheduled meeting of May 20, 2015.

ITEM # 4

MINUTES

Wednesday, March 18, 2015

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Pending approval by Personnel Commission at the meeting on April 15, 2015
(These minutes are not verbatim. A recording of the meeting is available in the Human Resources Division, lower level of City Hall, for one year following meeting date.)

CALL TO ORDER

Commissioner Elford called the Commission meeting to order at 5:33 PM.

ROLL CALL

Commissioners present: Elford, Inglee, Rivera, Storm, Thompson

Commissioners absent:

Others Present:

Michele Warren, Secretary to the Personnel Commission/Director of Human Resources

Sandy Henderson, Personnel Analyst

Gerald Griffin, Esq., Legal Counsel for Personnel Commission

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

A motion was made by Commissioner Inglee and seconded by Commissioner Thompson to approve the minutes for the February 18, 2015 meeting.

VOTE: The motion was carried

AYES: 5

NOES: 0

ABSENT: 0

ABSTAIN: 0

PUBLIC HEARING

- a. Approve the job specification revisions of the position of Parking and Camping Assistant in the Community Services Department amending the City's Classification Plan.

A motion was made by Commissioner Inglee and second by Commissioner Thompson to approve the revised job specification as amended.

VOTE: The motion was carried
AYES: 0
NOES: 0
ABSENT: 0
ABSTAIN: 0

PERSONNEL COMMISSION REVIEW OF NON-DISCIPLINARY GRIEVANCE IN ACCORDANCE WITH PERSONNEL RULE 19 - CLOSED SESSION HEARING REGARDING INTERFERENCE WITH ADVANCEMENT

Deliberation in Closed Session started at 5:36 PM.

RECONVENED TO OPEN SESSION AT 10:40 PM

The Commission announced its unanimous vote to deny the grievance.

ADJOURNMENT

The meeting adjourned at 10:41PM to the next regularly scheduled meeting of April 15, 2015.