



CIVIL SERVICE BOARD MEETING MINUTES

Thursday, September 11, 2008

MEMBERS PRESENT: Ross, Wright, Bodenhausen, Brantley and Russell

MEMBERS ABSENT:

STAFF PRESENT:

- Present – Veronica Hodges, Office of Personnel Resource Management (pro tem Secretary, on the behalf of Civil Service Board Secretary Marcia Meyers)
- Present - D. Jacquelyn Edwards, Office of Personnel Resource Management
- Present - Andrea Ausberry, Office of Personnel Resource Management
- Present – Tracy Chriss, Office of the City Attorney

A quorum being present, the meeting was called to order at 5:31 p.m.

1. OLD BUSINESS

- NOV 10 9 51 AM '08
- a) **Approval of the Minutes from the Civil Service Board Meeting held on August 14, 2008.**
A motion was made by Board Member Brantley, seconded by Board Member Ross, to approve the August 14, 2008 Minutes. The motion carried.
 - b) **Revised Civil Service Board Hearing Calendar**
A motion was made by Board Member Russell, seconded by Board Member Bodenhausen, to schedule the probationary termination hearing of Jessica Robinson for November 13, 2008. The motion carried.

The following individual(s) spoke on this item:

Sanjiv Handa, East Bay News Service
Deborah Bialosky, Civil Service Board Hearing Attorney, City Attorney's Office
Ian Applegate, City of Oakland, Employee Relations

S. Handa prompted a discussion about the Civil Service Board's allocation of a maximum of two minutes for speakers.

A motion was made by Board Member Bodenhausen, seconded by Board Member Russell, to place clarification of the issue of speaker time allotment on the agenda for the October 9, 2008 Civil Service Board meeting. The motion carried.

2. NEW BUSINESS

- a) **Training on Process and Procedures Related to Civil Service Rule 3, Section 3.04(e):**
This item was continued from the Civil Service Board Meeting held on August 14, 2008.

Veronica Hodge, Human Resources Manager, Recruitment and Classification, presented the training. The presentation included a description of an appeal on a reclassification issue under the newly adopted Civil Service Rules; and a sample and description of how issues concerning appeals to classification findings will be presented to the Board, if the recommended process is approved in the meet and confer process and subsequently approved by the Civil Service Board.

A related discussion addressed the need to schedule additional Board training on Civil Service Rules, and Civil Service Board processes and procedures.

The following individual(s) spoke on this item:

Sanjiv Handa, East Bay News Service

Vicki Carson, Union Representative, Local 21

OPEN FORUM:

The following individual(s) spoke under Open Forum:

– Sanjiv Handa, East Bay News Service

ADJOURNMENT

A motion to adjourn was made by Board Member Russell, seconded by Board Member Ross. The motion carried.

The meeting was adjourned at 6:02 pm.

Andrea S. Ausberry

Board Recorder

APPROVED:

CORRECTED:

APPROVED OCT 20 2008