



## Legislation Details (With Text)

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**Type:** Agenda Item      **Status:** Approved

**File created:** 1/8/2020      **In control:** Board of Supervisors

**On agenda:** 1/28/2020      **Final action:** 1/28/2020

**Title:** Human Resources Department recommending the Board receive and file this report identifying all actions taken by the Civil Service Commission during Calendar Year 2019.

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
1/28/2020	1	Board of Supervisors	Approved	Pass

Human Resources Department recommending the Board receive and file this report identifying all actions taken by the Civil Service Commission during Calendar Year 2019.

**FUNDING:** N/A

### DISCUSSION / BACKGROUND

El Dorado County Charter section 502.3, Scope of Authority of Civil Service Commission, states that the Civil Service Commission shall hear only the following matters:

- (a) discipline of classified employees with permanent status;
- (b) complaints of unlawful discrimination in personnel matters;
- (c) other matters as may be provided for in the Personnel Rules, Memoranda of Understanding between the county and representing employee organizations, or Board Policy.

In accordance with the County's Personnel Rules adopted by the Board on February 26, 2019, Personnel Rule 402 (f) states that the Director of Human Resources shall maintain an official record of all actions taken by the Civil Service Commission and submit an annual report to the Board of Supervisors.

The Civil Service Commission met twice during the 2019 calendar year to hear appeals. The actions resulting from such are below:

1. January 2019 - The appeal was sustained.
2. May 2019 - The appeal was overturned and the level of discipline was reduced.

Prior to hearing the appeals, the Commission held their business meeting. The actions resulting from such are below:

January 2019

1. The 2019 Civil Service Commission Calendar was adopted.
2. There was a unanimous vote for Ed Miller to remain as the Chair of the Civil Service Commission.
3. There was a unanimous vote for Pam Miller to remain as the Vice Chair of the Civil Service Commission.

May 2019

1. Approval of January 2019 meeting minutes was continued to the next meeting, pending research from Counsel.
2. The Commission directed Counsel to change the time frame for parties to submit exhibit binders so Commission members can receive such at least 10 business days prior to a scheduled hearing.
3. The Commission directed Counsel to notify future appellants that if evidentiary material does not comply with procedures, the Commission can exclude it.
4. There was unanimous consensus that hearing decisions can be delivered via email to the Commission members.
5. The Commission and Counsel acknowledged that the actions taken (as noted in 2, 3, and 4) were changes in practice and not changes to the official Civil Service Commission Rules of Procedure, as the latter would require Board of Supervisors approval.
6. The re-appointments of Ed Miller and Ken Cater were acknowledged by the Commission. The Commission agreed that all future expirations/re-appointments be acknowledged.

**ALTERNATIVES**

N/A

**PRIOR BOARD ACTION**

None

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

None

**CAO RECOMMENDATION**

It is recommended that the Board approve this item.

**FINANCIAL IMPACT**

There is no financial impact related to the Board receiving and filing the Civil Service Commission report.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

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