

City Hall, Room 1C-South
Thursday, June 7, 2007

Regular Meeting of the Civil Service Board

Present: Vice-Chair Steve Sanderfer, George L. Allen, Jr., F. Ray Hill, Marvin M. Lane, Jr., Joseph L. Phifer, Alicia Voltmer

Absent: Pat Parrish

Civil Service Department Staff:

Patricia Marsolais, Secretary to the Civil Service Board
Martha Santos, Interim Executive Assistant

The meeting was called to order at 8:30 a.m.

The minutes of the Thursday, May 3, 2007 meeting were unanimously approved.

Board Member Lane asked the Secretary to check and see if there is any ordinance or other mandate that the Board is required to meet every month. Mr. Lane added that the Chairman should have the prerogative to cancel the meeting when there really is nothing on the agenda the Board has to take action on at that time.

The Secretary outlined the City's "customer service training" initiatives the department is participating in.

The Secretary advised the Board that the staff is participating in a series of safety modules designed to improve safety in the workplace through worker initiatives and training.

The Secretary advised the Board that the department has submitted bids to the Government Results Team as part of the Budgeting for outcomes process. As of this date no feedback has been provided from the Government Team. Since it could impact next year's budget, the Secretary talked about the removal of background checks from Civil Service to the Human Resources Department. Board Members were concerned about the development and how it came about. Board Member Lane stated that the wording in the Council Resolution about changes recommended by the City Manager would indicate that any changes to the convictions matrix would have to come back to the Civil Service Board for approval. The Board directed the Secretary to invite Assistant City Manager Jill Jordan to attend the August meeting to explain the change and to detail the steps that took place in doing so. Mr. Lane would like a formal letter from Ms. Jordan explaining why this was done and the steps that were taken.

There being no further business before the Board, the meeting adjourned at 9:30 a.m.

APPROVED

ATTESTED