



CITY OF NEWPORT BEACH CIVIL SERVICE BOARD AGENDA

Council Chambers - 100 Civic Center Drive, Newport Beach

Monday, December 2, 2019 - 5:00 PM

Civil Service Board Members:

Jane Della Grotta, Chair
Howard Herzog, Vice Chair
Robyn Grant, Board Member
Mike Talbot, Board Member
Sharon Wood, Board Member

Staff Members:

Barbara J. Salvini, Human Resources Director/Secretary to the Board
Anita Lakhani, Deputy City Attorney
Traci Mackinen, Administrative Assistant to the HR Director

The Civil Service Board meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Civil Service Board agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Board and items not on the agenda but are within the subject matter jurisdiction of the Civil Service Board. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The City of Newport Beach's goal is to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact Barbara Salvini, Human Resources Director, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3256 or bsalvini@newportbeachca.gov.

NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the Human Resources Department 24 hours prior to the scheduled meeting.

I. CALL MEETING TO ORDER

II. ROLL CALL

III. FLAG SALUTE

IV. PUBLIC COMMENTS

Public comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Civil Service Board. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Civil Service Board has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.

V. CONSENT CALENDAR

1. APPROVAL OF CIVIL SERVICE BOARD MEETING MINUTES

A. APPROVAL OF MINUTES FOR THE JUNE 3, 2019 REGULAR MEETING

Waive reading of the subject Minutes, approve as written and order filed.

B. APPROVAL OF MINUTES FOR THE SEPTEMBER 9, 2019, REGULAR MEETING

Waive reading of the subject Minutes, approve as written and order filed.

[File: Draft Minutes of 06-03-2019](#)

[File: Additional Comments on Draft Minutes - Jim Mosher](#)

[File: Draft Minutes of 09-09-2019](#)

VI. CURRENT BUSINESS

2. DISCUSS AND POSSIBLY TAKE ACTION ON THE 2020 REGULAR CIVIL SERVICE BOARD MEETING DATES CALENDAR

Pursuant to Section 401.1A of the *Civil Service System Rules and Regulations*, "Regular meetings of the Board shall be held on the first Monday of each month at 5:00 p.m., in the City Hall Council Chambers. If any such Monday falls on a City holiday, the meeting shall be held on the next succeeding Wednesday at the same time and place or on a date and at a time agreed to by the Board in an open meeting. Any other meeting of the Board shall be a special meeting."

Summary

During the 2020 calendar year, one regular meeting date falls on a City holiday; Monday, September 7, 2020. Absent a formal vote by the Board to the contrary, the new date for this meeting is Wednesday, September 9, 2020. In the past, the Board has moved the date of the September meeting to the Monday one week after the holiday, instead of the Wednesday two days after the holiday.

Recommended Action

Approve the 2020 Civil Service Board regular meeting calendar as presented, including the September 2020 regular CSB meeting date scheduled for the second Monday of the month to Monday, September 14, 2020, due to the City holiday, with the meeting occurring at 5 p.m. in the City Hall Council Chambers.

[File: 2020 CSB Meeting Dates - Draft](#)

3. ORAL REPORTS

A. CITY-WIDE AND HUMAN RESOURCES MATTERS - Barbara J. Salvini,
Human Resources Director

B. FIRE DEPARTMENT MATTERS - Jeff Boyles, Fire Chief

C. POLICE DEPARTMENT MATTERS - Jonathan Stafford, Deputy Director of
Police Services

[Handout - New LMA Benefit Summary](#)

VII. CIVIL SERVICE BOARD ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)

VIII. ADJOURNMENT