

City of Tacoma Civil Service Board MINUTES

Date and Time: April 5, 2012 at 5:00 p.m.
Location: Council Chambers, First Floor, Tacoma Municipal Building
Chair: Beckie Summers
Coordinator: Yvonne Stebing

Call to Order:

The Civil Service Board meeting was called to order in the Council Chambers, Tacoma Municipal Building. Board Members Summers, McKenna, Sexton, and Latch were present. Board Member Young was absent and excused.

Approval of Minutes:

BOARD MEMBER MCKENNA MOVED FOR THE BOARD TO APPROVE THE MINUTES OF MARCH 1, 2012. BOARD MEMBER SEXTON SECONDED THE MOTION. A VOICE VOTE WAS TAKEN: 4 AYES, 0 NAYS. THE MOTION PASSED.

Communication for Information/Action:

CSB Coordinator Yvonne Stebing reported that a copy of an e-mail message from a citizen was provided in Board folders, commenting on the TMC 1.24.665 proposed revision.

Action on Matters Still Pending/New Business: (none)

Consideration of Matters Set for Public Hearing: (none)

Coordinator Report:

The coordinator reported that Board Member Young had called regarding her absence due to another obligation. In June, the Human Resources Director Joy St. Germain and the coordinator will be absent, however, Human Resources Manager Mary McDougal and Karen Short will be present to fill in.

Human Resources Director Report:

Human Resources Director Joy St. Germain announced that the new City Manager, T.C. Broadnax, will be present at the May Board meeting to be introduced to Board Members.

Human Resources Director Joy St. Germain reported that four employment list extensions were approved for Water Service Mechanic, Tacoma Water; Senior Wastewater Plan Maintenance Machinist, Tacoma Water; Warehouse Technician, Tacoma Power; and Office Assistant.

Dale King, Tacoma Rail Superintendent, Lori Daniels, Tacoma Rail Manager of Administration, and Human Resources Analyst Margith Baker presented a request for the Board to approve a

waiver of competitive examination for Railway Switch Operator for Tacoma Rail, and answered questions from the Board regarding the request.

BOARD MEMBER SEXTON MOVED FOR THE BOARD TO APPROVE A WAIVER OF COMPETITIVE EXAMINATION FOR THE POSITION OF RAILWAY SWITCH OPERATOR, TACOMA RAIL THROUGH DECEMBER 31, 2012. BOARD MEMBER LATCH SECONDED THE MOTION. A VOICE VOTE WAS TAKEN; 4 AYES, 0 NAYES. THE MOTION PASSED.

Ms. St. Germain re-introduced from the last meeting, for the Board's consideration, a request to amend three TMC Sections: 1.24.430 Rejection of application, 1.24.460 Veteran's preference, and 1.24.665 Affirmative measures. Cheryl Comer, Assistant City Attorney was present to speak to the amendments. She advised that the current 1.24.665 needs to be repealed to conform to Washington State laws.

Chair Summers introduced suggested language to replace 1.24.665, as follows: *"The City of Tacoma is committed to honoring the City's rich cultural and diverse communities and works to reflect that in the City's employment. The City of Tacoma is committed to affirmatively redressing and remedying, to the full extent allowable by law, historical patterns of past discrimination."*

Ms. Comer stated that there is a strong commitment in the City's EEO policies to supporting the proposed language, and she did not know that it would be necessary to have a separate code section in the TMC with new language, however, if the Board wished to introduce a new TMC section, that could be treated separately. She further advised that the Board's legal counsel should also have opportunity to thoroughly review Chair Summer's proposed language.

BOARD MEMBER SEXTON MOVED THAT THE REQUEST FOR TMC 1.24 AMENDMENTS BE TABLED TO THE MAY MEETING TO PROVIDE TIME FOR LEGAL COUNSEL TO REVIEW AND PROVIDE AN OPINION. BOARD MEMBER LATCH SECONDED THE MOTION. A VOICE VOTE WAS TAKEN; 4 AYES, 0 NAYES. THE MOTION PASSED.

Comments by the Public: (none)

Comments by Board Members:

Board Member McKenna announced that he will be absent for the June meeting.

BOARD MEMBER LATCH MOVED TO EXCUSE BOARD MEMBER YOUNG FOR THE EVENING'S MEETING. BOARD MEMBER SEXTON SECONDED THE MOTION. A VOICE VOTE WAS TAKEN; 4 AYES, 0 NAYES. THE MOTION PASSED.

Chair Summers reminded Board Members to advise the Board ahead of time if they would be absent for meetings.

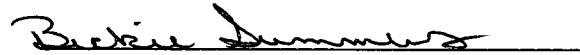
Board Member McKenna requested that matters to be considered be provided to Board Members ahead of time for their review, and not at the last minute.

Adjournment:

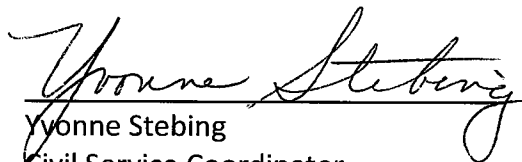
Hearing no objections, Chair Summers adjourned the meeting.

Chair Summers invited all those in attendance to join the Board for a Study Session on the topic of application and hiring processes immediately following the meeting.

ATTEST:



Beckie Summers
Civil Service Board Chair



Yvonne Stebing
Civil Service Coordinator