

City of Tacoma Civil Service Board MINUTES

Date and Time: May 2, 2013 at 5:00 p.m.
Location: Tacoma Municipal Building Council Chambers
Chair: Beckie Summers
Coordinator: Wendy Hobson

Call to Order:

The Civil Service Board meeting was called to order in the City Council Chambers of the Tacoma Municipal Building. Board Members Summers, Sexton, Latch, McKenna and Kielian were present.

Approval of Minutes:

BOARD MEMBER SEXTON MOTIONED TO APPROVE THE APRIL 4, 2013 MEETING MINUTES. BOARD MEMBER LATCH SECONDED THE MOTION. BOARD MEMBER MCKENNA STATED HE CALLED IN PRIOR TO THE APRIL MEETING BUT DID NOT SEE IN THE MINUTES THAT HE WAS EXCUSED. BOARD MEMBER SEXTON MOTIONED TO EXCUSE BOARD MEMBER MCKENNA AND BOARD MEMBER LATCH SECONDED THE MOTION. BOARD MEMBER KIELIAN ALSO STATED SHE CALLED IN TO BE EXCUSED FOR THE APRIL MEETING. BOARD MEMBER SEXTON MOTIONED TO EXCUSE BOARD MEMBER KIELIAN. THE MOTION WAS SECONDED BY BOARD MEMBER LATCH.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 1 ABS. THE MOTION PASSED APPROVING THE MINUTES AS WRITTEN.

Communication for Information/Action: None

Action on Matters Still Pending/New Business: None

Consideration of Matters Set for Public Hearing: None

Civil Service Board Coordinator Report: Chair Summers asked if there were any updates on paid parking for Board Members while they are attending the monthly meetings. Coordinator Wendy Hobson reported that she was checking to see if the parking meters continued to require payment after 5PM and if so, the Board would be getting a parking coupon code to use while attending the monthly meetings.

Human Resources Director Report and Requests:

Director St. Germain introduced Human Resources Analyst, Bob Paz to present requests for extensions for Temporary Wastewater Treatment Plant Assistants Caleb Verduin and Adam Oswald. Bob Paz provided a brief overview of these temporary positions and explanation as to why he is recommending the Board approve them. Bob then introduced Dan Thompson, Wastewater Operations Division Manager who would be available to answer any questions the Board may have.

Board Member Kielian asked how long this program took to train an individual to be a Wastewater Treatment Plant Operator. Dan Thompson advised it takes one year to obtain your Group 1 certification. Board Member Kielian then asked if a nine month extension was sufficient to cover the gap so we don't end up back requesting another extension. Mr. Thompson explained that the purpose of creating the Operator in Training program is so that we can put non-certified operators in those positions until they are able to obtain their

Group 1 certification. Board Member Latch asked which union normally handled the Wastewater Treatment Plant Assistants contracts. Mr. Thompson advised that the contracts are currently handled by the Machinists Union 160. Board Member Latch asked if the City had a disagreement with Local 160 or if there was another union wanting the contract. Mr. Thompson answered that the transition from Machinist to Wastewater Treatment Plant Operator is sort of a magical transition between two unions so the question is when do they go from being a Machinist to being a Wastewater Treatment Plant Operator? The Wastewater Treatment Plant Operator is represented by IBEW Local 483. Director St. Germain explained that the two unions have agreed to go to PERC for union clarification and that this is an amiable decision between the two unions. Board Member Sexton added that the PERC decision does not affect the Board's decision in this matter.

BOARD MEMBER SEXTON MOTIONED TO APPROVE THE EXTENSIONS FOR TEMPORARY WASTEWATER TREATMENT PLANT ASSISTANT FOR CALEB VERDUIN AND ADAM OSWALD. BOARD MEMBER LATCH SECONDED THE MOTION.

A VOICE VOTE WAS TAKEN: 4 AYES, 0 NAYS, 0 ABS. THE MOTION PASSED APPROVING A NINE MONTH EXTENSION FOR TEMPORARY WASTEWATER TREATMENT PLANT ASSISTANTS CALEB VERDUIN AND ADAM OSWALD.

Comments by the Public: (none)

Comments by Board Members: Board Member Sexton added that it is so much more fulfilling if the employees that are affected by the Board's decision to extend their positions could be present during the meeting.

Board Member Latch asked the rest of the Board to take a look at the items that they are to advise the City on and let us work next month on formulating a timeline so the Board can undertake review of the material that they are advising on. Board Member Sexton asked for clarification on what specifically Board Member Latch was looking for or just the powers in general. Board Member Latch stated that they needed to have a work plan and she was asking the members of the Board to prioritize what could be in that plan and let's get going, because right now we are just reactionary, we respond when there is an appeal but we're not taking the initiative and I think we are falling down on the job. Chair Summers added that this is a wonderful idea and encouraged the members of the Board to send their ideas to Wendy Hobson and she can then send them out to the Civil Service Board Members before the next meeting. Board Member Latch indicated that she would have her ideas to the Coordinator no later than one week prior to the agenda for the next meeting so they can be included in the packets that are being mailed out. Deputy City Attorney Martha Lantz added clarification that if they send their comments to the Coordinator and she then sends all comments received back out, they are steering clear of any inadvertent violations of the open meeting act. Board Member Sexton said that if we want to work on something next month it would be best to get our ideas in as soon as possible and not wait until next month.

Deputy City Attorney Martha Lantz advised that this would be her last meeting and that Jennifer Taylor would be back for the June meeting.

Adjournment:

With no other comments by the Board, Chair Summers adjourned the meeting. There was no motion made to adjourn the meeting and no vote taken.

ATTEST:



Beckie Summers
Civil Service Board Chair



Wendy Hobson
Civil Service Coordinator

