

City of Tacoma Civil Service Board MINUTES

Date and Time: June 6, 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, and McKenna were present.

Approval of Minutes:

BOARD MEMBER SEXTON MOTIONED TO APPROVE THE MAY 2, 2013 MEETING MINUTES. BOARD MEMBER LATCH SECONDED THE MOTION.

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

Communication for Information/Action: Coordinator, Wendy Hobson advised that she had received an email from Board Member Kielian stating she would not be present this evening.

Board members were reminded that the parking coupon codes were now available for use and a copy of the email with assigned codes are in your binders this evening.

The July meeting will be held on July 11th due to the 4th of July holiday and proper notifications will be sent as required in a timely fashion.

BOARD MEMBER SEXTON MOVED TO EXCUSE BOARD MEMBER KIELIAN. BOARD MEMBERS MCKENNA AND LATCH SECONDED THE MOTION.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS. THE MOTION TO EXCUSE WAS PASSED.

Action on Matters Still Pending/New Business: Coordinator, Wendy Hobson advised that a request for an appeal was received on behalf of Daniel Browitt and that here tonight representing the employer to answer any questions was John Jamison, Technical Operations Supervisor and Pat Bacon, Technical Operations Manager. There was no one in attendance to represent Daniel Browitt. Human Resources Director advised that Alice Phillips, Business Manager for IBEW Local 483 had called and stated she would not be able to make it tonight.

BOARD MEMBER SEXTON MOTIONED TO APPROVE THE REQUEST FOR AN APPEAL FOR DANIEL BROWITT. THE MOTION WAS SECONDED BY BOARD MEMBER LATCH.

Board Member McKenna added that if both parties were not present we would normally reschedule and wait for them to show up before we schedule the appeal. Board Member Sexton advised that the Appellant has the right to be here adding that the Board receives a packet of information ahead of time to review and that there are people here tonight to discuss if needed so this clearly rises to the level of granting the request for an appeal. Board Member McKenna responded stating in his seven years of being on the Board that he does not

ever recall granting an appeal if both parties were not present. Chair Summers added that she did not believe that both parties had to be present to grant the request for an appeal. Board Member Latch added that the time and preparation that staff have taken to be here is important to her and that the Appellant has the right to be here but not the obligation for us to go ahead and grant the request to schedule a hearing. Board Member Sexton stated that there is nothing in the rules that says both parties must be present to grant the request. Board Member McKenna added that it is difficult to move ahead if there are questions and both parties are not present to provide information. Board Member Sexton responded that there is no good reason to delay this request based on the information we have received. Board Member McKenna disagreed. Chair Summers stopped the personal comments and referred to the letter which states "your attendance at the meeting or anyone representing you including your union or attorney is recommended should the Board have any preliminary questions" and that she believed that does not state they are required to be in attendance.

CHAIR SUMMERS ADVISED WE HAVE A MOTION BEFORE US AND A VOICE VOTE WAS TAKEN: 2 AYES, 1 NAY, 0 ABS. THE MOTION DID NOT PASS.

Chair Summers advised that the Coordinator, Ms. Hobson will schedule the hearing for the appeal and notify all parties.

BOARD MEMBER LATCH MOTIONED THAT THE CSB MEETINGS BE BROADCAST ON TV TACOMA AND THAT THE CITY COUNCIL SHOULD BE ENCOURAGED TO TAKE ACTIONS TO SUPPORT THIS. THE MOTION WAS SECONDED BY BOARD MEMBER SEXTON.

Board Member Latch stated that since the City owns TV Tacoma there is no cost savings in dispensing of the broadcasting and has heard encouraging words from City Council and other citizens who are likewise interested and would like the Board to send a formal resolution to the City Council encouraging them to take this up. Board Member Sexton added that he is disappointed that we have not heard more from the City and not just on the cost savings but also from cutting study sessions. He said it would be nice to have this follow up information and thought we would hear back from the City with a more detailed report. Board Member McKenna questioned the costs involved in addition to just the broadcasting of the meeting to include study sessions and that his recollection was that he did not recall City staff coming back and saying "yay or nay." Board Member Latch advised that she has had direct communication with the staff that undertook the study of boards and commissions but was disappointed when she was not even informed when the final report was made to City Council. She also stated she was under the impression that the Board would hear back from the City and that the ongoing lack of communication is beginning to be quite troubling. Board Member Sexton asked if the maker of the motion would accept an amendment to the motion to include a request for information on the costs and cost savings and request that someone could speak with us to share this information.

Jennifer Taylor, Counsel to the Board advised that the Board does not have authority over TV Tacoma so an amendment should be added to obtain the additional information they are requesting. Board Member Sexton responded stating he thinks the Board has the power to request information but not the power to demand that they do something without first receiving the information.

BOARD MEMBER LATCH MOVED TO RE-SUBMIT THE MOTION. CHAIR SUMMERS ASKED FOR THE MOTION TO BE REMOVED AND FOR A NEW MOTION TO REQUEST THE INFORMATION.

BOARD MEMBER LATCH MOVED THAT THE BOARD REQUEST A REPORT FROM CITY STAFF AS A FOLLOW UP TO THE EARLIER REPORT ON BOARDS AND COMMISSIONS AND THAT WE EXPRESS OUR SUPPORT FOR REINSTATEMENT OF BROADCASTING THE BOARD'S PROCEEDINGS.

Board Member McKenna requested that Board Member Latch restate the motion one more time as it is not clear.

BOARD MEMBER LATCH MOTIONED THAT THE TACOMA CIVIL SERVICE BOARD RESOLVES TO REQUEST FROM CITY STAFF AND CITY COUNCIL FURTHER COMMUNICATION AND CLARIFICATION ON THE REPORT ON BOARDS AND COMMITTEES AND REINSTATEMENT OF THE BROADCAST OF BOARD PROCEEDINGS.

Board Member McKenna stated that he had problems with the latter part of the motion but not the request for information. Board Member Latch added that she heard no suggestion that TPU not be broadcast and that the City Council not be broadcast. She believes the cost savings are so slight that they don't even address it in their report. Board Member McKenna said that he feels it is premature to ask for the reinstatement until they receive the information they are requesting. Chair Summers advised that there is a motion on the table that has not been seconded.

BOARD MEMBER SEXTON SECONDED THE MOTION.
A VOICE VOTE WAS TAKEN: 2 AYES, 1 NAY, 0 ABS. THE MOTIONED PASSED.

Consideration of Matters Set for Public Hearing: None

Civil Service Board Coordinator Report: Coordinator, Wendy Hobson advised Board Members that they should have received their coupon codes for parking and that an additional copy of the notice with individual parking codes has been placed in their binders this evening.

Human Resources Director Report and Requests:

Human Resources Director, Joy St. Germain introduced Human Resource Analyst, Rodney Croston who is here tonight to request approval for an extension for temporary over 2080 hours, for employee Marie Angel, Office Assistant – Tacoma Power, Conservation. Rodney presented information on the request and introduced Power Conservation Supervisor, Christy Valdez stating she was here to answer any questions the Board may have.

BOARD MEMBER SEXTON MOVED TO GRANT THE REQUEST FOR EXTENSION FOR EMPLOYEE MARIE ANGEL, TACOMA POWER OFFICE ASSISTANT. BOARD MEMBER LATCH SECONDED THE MOTION.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS. THE REQUEST FOR EXTENSION WAS APPROVED.

Director St. Germain advised that she has approved list extensions for the following:

- a) Collection Systems Worker, list number 5007-12
- b) Solid Waste Collector / Driver, list number 5035-12
- c) Street Maintenance Supervisor, list number 5026-12
- d) Heavy Equipment Operator (Solid Waste), list number 5021-12

Comments by the Public: (none)

Comments by Board Members: Board Member Latch would like the Board to take a look at the New Employee Handbook as she has not been able to locate the Civil Service Board's process for appeals. Human Resources Director advised that there is not an employee handbook but instead is a notebook provided to new employees for new employee information and includes information on the Civil Service Board. Board Member Latch suggested that Director St. Germain show her where this information is located.

Adjournment:

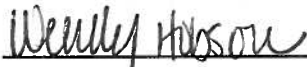
BOARD MEMBER SEXTON AND MCKENNA MOVED TO ADJOURN THE MEETING. BOARD MEMBER LATCH SECONDED THE MOTION.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS. MEETING WAS ADJOURNED.

ATTEST:



Beckie Summers
Civil Service Board Chair



Wendy Hobson
Civil Service Coordinator