

City of Tacoma Civil Service Board MEETING MINUTES

Date and Time: March 6, 2014 at 5:00 p.m.
Location: Tacoma Municipal Building Council Chambers
Chair: Beckie Summers
Coordinator: Karen Short

Call to Order:

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

Approval of Minutes:

CHAIR SUMMERS ASKED THAT ITEM UNDER COMMUNICATION FOR INFORMATION IN FEBRUARY 2014 MINUTES BE REMOVED THEN ASKED FOR MOTION TO APPROVE AS AMENDED.

BOARD MEMBER SEXTON MOTIONED TO APPROVE FEBRUARY MINUTES AS AMENDED. BOARD MEMBER HELLER SECONDED THE MOTION.

A VOICE VOTE WAS TAKEN: 3 AYES, 0 NAYS, 0 ABS, MINUTES WERE APPROVED AS AMENDED.

Communication for Information: Chair Summers advised that the study session that was planned for this evening has been postponed until April 3rd so that all board members can be present and that another study session will be held at the May meeting.

Action on Matters Still Pending / New Business: Board Member Sexton asked if now was time to visit new business regarding Charter Review – Chair Summers asked that he wait until they move through the agenda and bring forward at the end of the meeting.

Consideration of Matters set for Public Hearing: None

Civil Service Coordinator Report: None

Human Resources Director Report / Requests:

Human Resource Director Joy St. Germain advised the Board that she had two items to report and four actions items for the Board to consider this evening. The Director indicated that she had approved a request to abolish the list for Railway Switch Operator and also approved a request for a list extension for Senior Wire Electrician.

Director St. Germain then introduced Human Resource Analyst Rodney Croston to present the four requests for non-competitive appointments. Gordon Caudill of Tacoma Power / Transmission & Distribution was also present. Mr. Croston presented the requests for Non-Competitive Appointments of Justin Hamilton, Adam Lang, Joe Tabisz, Ivan Welch and Will Warmoth to Line Electrician Adam DeZort, Jay Fox and Mike Jahner to Wire Electrician, Steve Whipple to Electric Meter & Relay Technician and Michael Grohoski and Travis Owens to Systems Power Dispatcher.

Board Member Hansen asked for background on the Joint Apprenticeship and Training Committee and how the process works. Gordon Caudill provided program and process information.

Board Member Sexton added that if the board needed any help or information on the apprenticeship programs there is a lot of information on line and he is knowledgeable as well.

BOARD MEMBER SEXTON MOTIONED TO APPROVE REQUESTS FOR NON-COMPETITIVE APPOINTMENTS FOR JUSTIN HAMILTON, ADAM LANG, JOE TABISZ, IVAN WELCH AND WILL WARMOTH TO LINE ELECTRICIAN; ADAM DEZORT, JAY FOX AND MIKE JAHNER TO WIRE ELECTRICIAN; STEVE WHIPPLE TO ELECTRIC METER & RELAY TECHNICIAN AND MICHAEL GROHOSKI AND TRAVIS OWENS TO SYSTEMS POWER DISPATCHER.

BOARD MEMBER HELLER SECONDED THE MOTION.

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

Comments by Board Members:

Board Member Sexton asked Human Resources Director Joy St. Germain about the information she shared with them about the Charter Review Committee and that he believed that a request had been made for her to share the information that she provided to the Committee. Director St. Germain advised that she thought she had provided the Board with the information which included a power point presentation and information from the City Manager to the Committee. Director St. Germain advised she would go back and send it again.

Chair Summers also indicated that there had been some requests for information and that she wanted to be clear on what proposed changes were being presented to the Committee regarding how the three elected board members were selected. Director St. Germain indicated she was not aware of any proposed changes to the Civil Service Board. Chair Summers then asked about the process of making the Personnel Rules. Board Members Sexton and Hansen added their interpretation of what was being proposed to the Charter Review Committee regarding how changes are made to the Personnel Rules. Chair Summers advised the board that they needed to discuss so that they are clear and can speak as a body at the Charter Review Committee meeting next week.

Board Member Sexton asked if these were recommendations coming from HR and Director St. Germain advised that she was unsure of what Board Member Sexton was asking. Board Member Hansen asked if the agenda for the meeting could be sent to the board prior to the meeting on Monday. Director St. Germain agreed to send the agenda out to all board members. A discussion followed regarding the voting process. Board Member Heller asked if it was possible to obtain the information on what was voted on and who voted which way and if they could be provided with any testimony that may have been provided from either side.

Board Member Hansen added that it appears there are two issues before them at this time. The appointed versus elected issue – when you have an elected official you have more accountability because that person has to be elected by the citizens of Tacoma and he believes the citizens have done a good job in the past and will continue to do so in the future. Board Member Hansen also stated when you have appointed officials who are appointed by the City; they might feel compelled to represent the City of Tacoma instead of the citizens. He feels the paramount interest of the Civil Service Board should be the citizens of Tacoma. As far as the personnel rule issue goes, he indicated that every member of this board has expertise in the areas of those particular issues. He added that labor and employment issues can get to be complex issues to handle. He added that with the board's expertise they should be given the authority to enact and/or amend personnel rules.

Board Member Heller advised that the minutes she has received from the Charter Review Committee do not reflect these items and that she was unaware these items had been proposed.

Chair Summers added that she had done some research and she does know that they are meeting with the Charter Review Committee on Monday and that they needed to decide what they were going to discuss as a body. She advised that they needed to discuss tonight who is going to address the Committee and how they are going to address the Committee.

Board Member Heller advised that this board is very unique within the State and that our board does not have the same duties and responsibilities as the others do. There is a difference in how our board functions. She believes we are the only board in the state with this unique composition in how we are elected / appointed. She asked for information on the other boards and commissions in our state and how they compare to the City of Tacoma's Civil Service Board.

Board Member Sexton indicated that this has been a fulfilling day for him and that he has learned so much that he did not know. He hoped that all board members could be present to testify on Monday and added that the level of expertise on this board is. All board members indicated that they could be present on Monday with the exception of Board Member Heller who may not be able to make it but won't know until meeting time. Chair Summers then asked who would be willing to speak. Board Member Sexton indicated that he would provide his recommendations in writing but would be available to speak if needed. It was suggested that Chair Summers draft a letter to the Charter Review Commission.

BOARD MEMBER SEXTON MOTIONED TO HAVE THE CHAIR DRAFT A LETTER TO THE CHARTER REVIEW COMMISSION REFLECTING THE THOUGHTS OF THE BOARD. THE MOTION WAS SECONDED BY BOARD MEMBER HELLER.

Board Member Hansen added that he was unsure if the board would all agree on the issues and there may be some difficulty reaching an agreement on what is put in the letter. He also is interested to know if there are any other outstanding issues other than elected vs appointed and the making of the personnel rules. Director St. Germain advised she was not aware of any other issues that she was aware of. Board Member Heller asked if Director St. Germain could check in with the support person for the Charter Review Committee to see if there were any other issues being raised. Director St. Germain advised the board that she would provide them with all of the information regarding the Civil Service Board from the support staff of the Charter Review Committee.

Counsel Jennifer Taylor asked that the board be mindful of quorum issues since the members of the board will be attending the meeting on Monday. If you have a quorum of three at that meeting you will have a quorum so you may want to go in staggered attendance to avoid having a quorum. Board Member Heller asked if a special meeting notice could be sent out so that the board could attend and speak. Chair Summers asked that a notice of special meeting be sent out tomorrow. Chair Summers asked about who would take the minutes at the special meeting. RCW 42.30 was reviewed and discussed. Chair Summers reminded the board not to reply all to emails and not to be discussing board business when there are three or more of the board members engaged in the conversation – two is fine but not three.

Board Member Hansen said he has some concerns regarding the confidential memo to the board from Counsel and wondered if they could meet in executive session. Ms. Taylor offered to meet one on one but did not see the need to meet in executive session. Board Member Heller asked if this topic could be covered in the upcoming study sessions instead. Ms. Taylor also advised she is available by phone and/or email.

Board Member Sexton asked to return to new business. He said that he listened to the Charter Review Commission and the questions asked by former Mayor Barsma. He felt they were good questions. He asked Director St. Germain about questions that were asked about giving Veteran's preference.

BOARD MEMBER SEXTON MOTIONED THAT THE BOARD COME UP WITH A BONUS OR POINT SYSTEM PREFERENCE FOR RESIDENCY FOR RESIDENTS OF TACOMA. BOARD MEMBER HELLER SECONDED THE MOTION FOR POINT OF DISCUSSION.


Board Member Hansen asked if they may want to have residency as a topic to discuss at the study session. Board Member Heller advised she has a very vague memory of this discussion being brought up many years ago and asked Ms. Taylor if there was a brief somewhere. Ms. Taylor will look for information to see if she can find anything regarding the brief Board Member Heller is referring to.

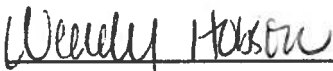
BOARD MEMBER SEXTON WITHDREW HIS MOTION AND BOARD MEMBER HELLER WITHDREW THE SECOND ON THIS MOTION.

Discussion followed on how and when they would discuss this topic further. It was determined that the board would discuss further during one of the upcoming study sessions.

BOARD MEMBER HELLER MOTIONED TO ADJOURN. BOARD MEMBER HANSEN SECONDED. THE MEETING WAS ADJOURNED.

ATTEST:


Beckie Summers
Civil Service Board Chair


Wendy Hobson
Civil Service Coordinator