

**City of Tacoma Civil Service Board
MEETING MINUTES**

Date and Time: October 5, 2017 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 Council Chambers of the Tacoma Municipal Building at 5:00PM by Chair Summers. Board Members Hansen, Sexton, Heller and Andrews were present.

Approval of Minutes:

Board Member Sexton questioned a statement in the minutes of September 7, 2017 regarding the HVAC Mechanic position where he was asking for information on how the term journey level was used here at the City. He indicated that he doesn't believe this was what he said and provided further clarification that his intent was "used here in this position and not used here at the City."

Chair Summers also added a correction to the minutes for the September 7, 2017 meeting stating the motion to approve the minutes was made by Board Member Sexton and was then seconded by Board Member Heller.

Board Member Sexton motioned to approve the minutes of the September 7, 2017 meeting with corrections. Board Member Heller seconded the motion.

A VOICE VOTE WAS TAKEN: 4 AYES, 0 NAYS, 0 ABS. THE MOTION TO APPROVE THE SEPTEMBER 7, 2017 MINUTES WITH CORRECTIONS PASSED.

Communication for Information: Coordinator Wendy Hobson shared that information in follow up to Board Member Sexton's question regarding he journeyman license was sent out via email to the Board on 9/25/17. Board Member Sexton indicated that the response provided was just a dictionary definition of what journey level is and that he would like to know more details of the HVAC Mechanic position stating this position would normally have the specialty electrical license and he was wondering about that. Human Resources Manager Shelby Fritz indicated that she would do more research and get back to the Board.

Coordinator Wendy Hobson shared that City Manager Elizabeth Pauli would be attending the November 2, 2017 meeting as requested by the Board. Chair Summers asked if this would be in a formal setting or informal setting such as a study session following the regular meeting. Ms. Hobson will check with City Manager Pauli to see what her preference is.

Human Resources Director Report:

Human Resources Manager Shelby Fritz presented one list extension and one list abolishment.

Human Resources Analyst Rodney Croston presented a Request for Temporary Extension for Meter Readers Matt Jones, Cullen Daniels and Chris Spaulding. Mike Sorum, Operations Manager Power Customer Services shared details of this request.

BOARD MEMBER SEXTON MOTIONED TO DENY THE REQUEST FOR TEMPORARY EXTENSION. BOARD MEMBER HELLER SECONDED THE MOTION FOR SAKE OF DISCUSSION.

Board Member Sexton stated that the Board sees these temporary extension pretty often and that he felt it did not seem like a good enough reason to extend a temporary position for another year. He also did not feel there was significant reason provided to make the change here.

Board Member Heller asked if these temporary employees were retirement eligible. Rodney Croston stated he believed that yes, they are eligible after 30 days and that at this point they also qualify for benefits and that the only difference is they are not accruing seniority.

Board Member Andrews asked for clarification of how these positions were posted and if these employees would know these were temporary positions by how they were posted. Mr. Croston advised that his understanding is that two of these employees were hired from a civil service eligible list that was advertised as permanent list and that after that list expired a temporary list was established.

A VOICE VOTE WAS TAKEN: 1 AYE, 1 NAY, 0 ABS. THE MOTION DIED DUE TO LACK OF AFFIRMATIVE VOTES.

BOARD MEMBER HELLER MOTIONED TO GRANT THE CITY'S REQUEST. BOARD MEMBER ADNREWS SECONDED THE MOTION.

A VOICE VOTE WAS TAKEN: 2 AYES, 1 NAY, 0 ABS. THE MOTION TO APPROVE THE TEMPORARY APPOINTMENTS FOR METER READERS MATT JONES, CULLEN DANIELS AND CHRIS SPAULDING PASSED.

Customer Service Manager Steve Hatcher provided additional information on the request for temporary extension regarding the advanced meter reader infrastructure (AMI). Board Member Sexton questioned the 24 positions that have to be eliminated by 2021 and the request to extend three temporary employees for another year asking why the 24 people that were being cut were not being put in these temporary positions. Board Member Sexton expressed concern about extending temporary employees over permanent employees and asked if another request for an extension of temporary employees would be brought before the board in another year. Mr. Hatcher shared the long term strategy to address operational needs. Board Member Heller asked if these positions were part of the overall 24 positions being eliminated. Board Member Sexton asked about this being the only option and what it would have been if the Board would have turned this request down. Mr. Hatcher responded that he would have had to look at other courses of action and that he felt this was the best course to take given the work that needs to be done. Chair Summers thanked Mr. Hatcher for bringing this before the board and being ahead of it instead of bringing to the board after the fact.

Adjournment:

BOARD MEMBER HELLER MOTIONED TO ADJOURN. THE MOTION WAS SECONDED BY BOARD MEMBER SEXTON.

Meeting was adjourned at approximately 5:31PM

ATTEST:



Wendy Hobson
Civil Service Coordinator



Beckie Summers
Chair