



BOARD OF SUPERVISORS
AGENDA LETTER

**Agenda
Number:**

**Clerk of the Board of
Supervisors**
105 E. Anapamu Street, Suite
407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: HR
Department No.: 064
For Agenda Of: November 7, 2017
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Richard C. Solomon, Civil Service Commission Chair, 568 -2810
Contact Info: Joseph Pisano, Employee Relations Manager, 568-2839

SUBJECT: *Annual Report of the Civil Service Commission*

County Counsel Concurrence

As to form: N/A

Other Concurrence: Select_Other

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Receive and file the Annual Report of the Civil Service Commission for Fiscal Year 2016-2017 as it appears in Attachment A, and
- b) Determine pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4) that the above action is a government activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and therefore is not a project subject to environmental review.

Summary Text:

This report is submitted in accordance with Civil Service Rule 202 (c) and summarizes the hearings and investigations conducted by the Civil Service Commission in Fiscal Year 2016-2017.

Background:

Santa Barbara County voters established the current Civil Service System on November 3, 1970. As noted in the County Code, the basic purpose of the Civil Service System is “to establish and maintain a fair and equitable employment relationship between the County and its employees, which will promote and increase efficiency and economy in County service.”

The Civil Service Commission consists of five members, one appointed from each supervisorial district, charged with the administration of the Civil Service System within the County. The Commission holds hearings on appeals of disciplinary actions as provided by the Civil Service Rules; holds hearings on discrimination complaints; conducts investigations concerning the administration of personnel or conditions of employment; makes recommendations on Civil Service Rules and advises the Board of Supervisors; and submits an annual report to the Board of Supervisors.

Attachment A is the required annual report for Fiscal Year 2016-2017; the recommended action receives and files this report.

Fiscal Analysis:

The total basic operating expenses of the Civil Service Commission in Fiscal Year 2015-2016 were approximately \$60,635 as detailed in the attached report, which excludes productivity costs of some additional staff time in Human Resources and in County Counsel. In addition, individual departments incur costs related to hearings and appeals involving their employees.

cc: Civil Service Commissioners
Mona Miyasato, County Executive Officer
Department Heads
Recognized Employee Organizations

Attachment A: Fiscal Year 2016-2017 Annual Civil Service Commission Report