

AGENDA



CIVIL SERVICE COMMISSION SPECIAL MEETING CITY OF VALLEJO June 29, 2020 5:15 P.M.

COMMISSIONERS
Gregory Carter
Leslie Janik
Mike Nisperos
Brenda Plechaty
Patricia Wright

IMPORTANT NOTICE REGARDING JUNE 29, 2020 CIVIL SERVICE COMMISSION MEETING

These meeting is being conducted using teleconference and electronic means consist with the State of California Executive Order N-29-30 regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on television or online. Details may be found at www.cityofvallejo.net In accordance with Executive Order N-29-30, the public may only view the meetings on television and/or online and not in the Council Chamber.

PUBLIC COMMENT:

Links to make a public comment **open at 3:15 p.m. on the day of the Civil Service Commission meeting.** Each agenda item has a unique link. You must find the item you wish to comment on in the agenda and use that link. The links will close at the conclusion of each agenda item. To learn more about how to place a public comment, visit: <https://vimeo.com/430097790>

VIEW THE MEETING:

There are three different ways you can view this public meeting:

- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://zoom.us/j/91400750676>

Want more City Information - Members of the public can:

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(www.nextdoor.com)



Vallejo City Council Chambers is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

**CALL AND NOTICE OF
SPECIAL MEETING
AT 5:15 PM
OF THE CIVIL SERVICE COMMISSION
VIA TELECONFERENCE**

The Public Comment link opens at **3:15 p.m. on the day of the Civil Service Commission meeting.** To access the link for public commenting, find the agenda item you wish to comment on and select that link to submit your comment. **The hyperlinks to submit public comment will close at the conclusion of public comment for each item.**

JUNE 29, 2020

TO THE COMMISSIONER OF THE CIVIL SERVICE COMMISSION:

You are hereby notified that I do hereby call the Civil Service Commission in special session to consider only the matters stated on the agenda listed below.

NOTICE: Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold City Council meetings via teleconference. Any interested members of the public desiring to communicate with the City Council concerning any item listed on the agenda before or during consideration of that item must do so by accessing the link at the end of this paragraph. No other items may be discussed during this special meeting. There will be no public access to City Hall for any City Council meetings until further notice.

- 1. CALL TO ORDER**
- 2. FLAG SALUTE**
- 3. OATH OF OFFICE**
- 4. ROLL CALL**
- 5. WRITTEN COMMUNICATIONS**
- 6. EXECUTIVE SECRETARY'S REPORT**
 - A. Tax forms**
 - B. Commissioner Payments**
 - C. Classification and Compensation**
- 7. PRESENTATION**
 - A. Code of Ethics, Decorum, Meeting Rules & Procedures**
 - B. Brown Act**
 - C. Harassment and Discrimination Prevention**
- 8. SELECTION OF CHAIR & VICE CHAIR**

NOTICE: Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold the Civil Service Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Civil Service Commission as part of the Selection of Chair & Vice Chair must do so by accessing the link at the conclusion of the Action Calendar item. There will be no public access to City Hall for any meetings until further notice.

Recommendation: Elect members of the commission to serve as Chair and Vice Chair for the term of June 2020 – June 2021

Public Comment for item 8 may be submitted by accessing the following link:
<http://www.opentownhall.com/9174>

9. COMMUNITY FORUM

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold the Civil Service Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Civil Service Commission as part of the Community Forum must do so by accessing the link at the conclusion of this paragraph. There will be no public access to City Hall for any meetings until further notice.

<http://www.opentownhall.com/9173>

10. CONSENT CALENDAR

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold the Civil Service Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Civil Service Commission as part of the Public Comment Regarding Consent Calendar Items must do so by accessing the link at the conclusion of this paragraph. There will be no public access to City Hall for any meetings until further notice.

<http://www.opentownhall.com/9175>

A. APPROVAL OF THE MINUTES – Regular meeting minutes of the December 9, 2019 meeting.

11. ACTION CALENDAR

NOTICE: Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold the Civil Service Commission meeting via teleconference. Any interested members of the public desiring to communicate with the Civil Service Commission as part of the Action Calendar must do so by accessing the link at the conclusion of the Action Calendar item. There will be no public access to City Hall for any meetings until further notice.

A. APPROVE TITLE AND SPECIFICATION OF NEW NON-CLASSIFIED POSITION OF ASSISTANT POLICE CHIEF

Recommendation: Approve the title and specification for the new non-classified position of Assistant Police Chief, and allocate the position to the Non-Classified service of the City's Classification Plan.

Contact: Stephanie Sifuentes, Human Resources Program Manager
(707) 648-8606, stephanie.sifuentes@cityofvallejo.net

Public Comment for Action item 11A may be submitted by accessing the following link:

<http://www.opentownhall.com/9176>

12. ADJOURNMENT

CERTIFICATE

I, Stephanie Sifuentes, Executive Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Civil Service Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Friday, June 26, 2020.

Dated: June 26, 2020

Stephanie Sifuentes, Executive Secretary