

**CIVIL SERVICE COMMISSION
REGULAR MEETING – 5:15 P.M.
September 11, 2023**

**COUNCIL CHAMBERS
555 Santa Clara Street, Vallejo, California**

1. CALL TO ORDER

The meeting was called to order at 5:19 p.m.

2. FLAG SALUTE

3. ROLL CALL

Present: Vice Chair Plechaty, Commissioners Janik, and Wright

Absent: Commissioner Carter

Staff present: Executive Secretary Dauzart, Assistant City Attorney Zagaroli, and Deputy City Clerk Joya

4. WRITTEN COMMUNICATIONS – None

5. EXECUTIVE SECRETARY'S REPORT – None

6. REPORT OF CHAIRPERSON AND COMMISSIONERS – None

7. REPORT OF THE CITY COUNCIL LIAISON – City Council Liaison Matulac thanked the Commission regarding the importance of the Commissions job duties

8. COMMUNITY FORUM – None

9. SELECTION OF CHAIR & VICE CHAIR

Action: *Moved by Commissioner Janik, second by Commissioner Plechaty, and carried unanimously by all Commissioners present to select Commissioner Wright as Chair. Moved by Commissioner Janik, second by Commissioner Wright and carried unanimously by all Commissioners present to select Commissioner Plechaty as Vice Chair. (Absent – Carter)*

10. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

Action: *Move by Commissioner Janik, second by Vice Chair Plechaty, and carried unanimously by all Commissioners present to approve the Agenda and Consent Calendar with the correction on the July 10, 2023 minutes to reflect Commissioner Carter instead of Wright seconding the motion to the approval of the Consent Calendar and Approval of Agenda. (Absent – Carter)*

A. APPROVAL OF THE MINUTES – Regular meeting minutes of the July 10, 2023 meeting.

B. APPROVAL OF AGENDA

11. ACTION CALENDAR

A. APPROVE CLASSIFICATION SPECIFICATION REVISIONS FOR ACCOUNTING TECHNICIAN.

Recommendation: By motion, approve the classification specification revisions for Accounting Technician.

Contact: Pleshetta Dauzart, Human Resources Assistant Director, (707) 648-8606
Pleshetta.Dauzart@cityofvallejo.net

Executive Secretary Dauzart provided an overview of the staff report and outlined the recommendation

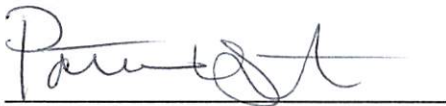
Staff responded to questions from Commissioners. Commissioners provided comment.

Speakers: None

Action: Moved by Chair Wright, second by Commissioner Janik, and carried unanimously by all Commissioners present to approve the classification specification revision for Accounting Technician (Absent – Carter)

12. ADJOURNMENT

The meeting adjourned at 5:48 p.m.



PATRICIA WRIGHT, CHAIR

ATTEST:



PLESHETTA DAUZART, EXECUTIVE SECRETARY