

**MINUTES
REGULAR MEETING OF THE
SANTA MONICA PERSONNEL BOARD
THURSDAY, JANUARY 25, 2018 AT 4:30 P.M.
PUBLIC SAFETY FACILITY
333 OLYMPIC DRIVE
CONFERENCE ROOM #5, 1st FLOOR
SANTA MONICA, CALIFORNIA 90401**

A. Call to Order

Chairperson Bud Pell called the Regular Meeting of the Santa Monica Personnel Board to order at 4:35 p.m.

B. Roll Call and Introduction of Employees

Present: Bud Pell, Chairperson
Joy Abbott, Vice Chairperson
Marcia Zimmer, Board Member
Elliot Gordon, Board Member
Eve Brosnahan, Board Member
Ivan Campbell, Deputy City Attorney

Also Present: Donna Peter, Director of Human Resources
Human Resources (HR) Department and other City Staff

C. Approval of Minutes

1. Motion by Board Member Zimmer and seconded by Board Member Brosnahan to approve the minutes from the December 5, 2017 Special Personnel Board Meeting.

The motion was unanimously approved by voice vote.

D. Classification Specifications – Request for Approval

Motion by Board Member Abbott and seconded by Board Member Zimmer to approve items D1 through D4.

Big Blue Bus

1. Warehouse/Procurement Supervisor – Revised

City Manager's Office

2. Community Engagement Coordinator – New

Information Systems Department

3. Information Security Officer – Revised

Police

4. Investigative Intelligence Analyst – New

E. Outside Activity – Request for Approval

Motion by Board Member Brosnahan and seconded by Board Member Abbott to approve item E1.

1. Maurisabel Quevedo, Community Services Program Coordinator – Community & Cultural Services

Motion by Board Member Zimmer and seconded by Board Member Abbott to approve item E2.

2. Sharon L. Guidry, Code Enforcement Manager – Planning & Community Development

Motion by Board Member Zimmer and seconded by Board Member Brosnahan to approve item E3.

3. Amber Richane, Associate Architect – Public Works

F. Communications

1. Discussion of upcoming Annual Boards & Commissions Dinner.

G. Request for Closed Session – Personnel Exception
(Pursuant to Government Code Section 54957)

1. City employment application review by Chairperson Pell
2. Re-scheduling of one (1) Personnel Board Hearing in the matter of one (1) suspension of a public employee – Public Services Officer

H. Adjournment

Motion by Board Member Brosnahan and seconded by Board Member Abbott to adjourn the meeting approximately at 5:04 p.m.

The motion was unanimously approved by voice vote.

APPROVED:


Bud Pell, Chairperson
Santa Monica Personnel Board

ATTEST:


Donna C. Perry, Secretary to the
Santa Monica Personnel Board