



City of Fresno
Meeting Minutes
Civil Service Board

City Hall
2600 Fresno Street
Fresno, CA 93721
559-621-6950

Chairperson Michael McDonald
Vice Chair Jack Tracy
Board Member Maryann Rogozinski
Board Member Lynda Snauffer

Monday, May 2, 2016

1:00 PM

**City Hall, Second Floor
Meeting Room A (2165N)**

Regular Session

The meeting was called to order at 1:00pm.

1. Roll Call

Present 4 - Chairperson Michael McDonald, Vice Chair Jack Tracy,
Board Member Maryann Rogozinski, and Board Member
Lynda Snauffer

2. Approval of Minutes

A. April 5, 2016

**On motion of Board Member Snauffer, seconded by Vice Chair Tracy,
that the above Action Item be approved. The motion carried by the
following vote:**

Aye: 4 - Chairperson McDonald, Vice Chair Tracy, Board Member
Rogozinski and Board Member Snauffer

B. April 11, 2016

**On motion of Board Member Rogozinski, seconded by Vice Chair
Tracy, that the above Action Item be approved. The motion carried by
the following vote:**

Aye: 4 - Chairperson McDonald, Vice Chair Tracy, Board Member
Rogozinski and Board Member Snauffer

The Board convened into closed session at 1:02pm.

3. New Business

- A. Schedule Meeting(s) to Conduct a Public Employee Discipline Appeal Hearing [Pursuant to Fresno Municipal Code Section 3-284]

The Board scheduled a hearing date of July 11, 2016, beginning at 9:00am.

- B. Closed Session - Request for Review of Director's Action, Rejection of Applications [Pursuant to Fresno Municipal Code Sections 3-223 and 3-249]

The Appointing Authority's representative, Sandra Chavez Martin, Human Resources Manager, was present and was represented by Tina Griffin, Assistant City Attorney. Felicia Espinosa, Deputy City Attorney, and William Merryman, Senior Human Resources Analyst, were also present.

The Applicant was present.

The Applicant said he was in error when he indicated he had previously applied for the position, which was the basis for his Appeal; however, he believed he could perform the duties of the position.

Chair McDonald said the Board's function is to judge the merits of the Appeal and the fairness of the examination process. A motion was then made by Vice Chair Tracy and seconded by Member Rogozinski, on a 4 - 0 vote, to uphold the Director's action to reject the application.

- C. Closed Session - Public Employee Discipline/Dismissal/Release [Pursuant to Government Code Section 54954]

The Appointing Authority was not present, but was represented by Tina Griffin, Assistant City Attorney. Felicia Espinosa, Deputy City Attorney, was also present.

The Appellant was not present.

Ms. Griffin said she is requesting the Board dismiss the Appellant's Appeal based on the documents provided. She also gave the Board a copy of the proof of service that shows the Appellant received a copy of the documents on April 26, 2016.

The Board convened into executive session at 1:15pm and reconvened into closed session at 1:17pm. A motion was then made by Vice Chair Tracy and seconded by Member Snauffer, on a 4 - 0 vote, to dismiss the Appeal

per Fresno Municipal Code Section 3-284(b).

The Board reconvened into open session at 1:18pm and announced their decisions in accordance with the Brown Act.

4. **Unscheduled Public Communications**

Jackie Larkin, Labor Relations Secretary, announced that this will be her last Civil Service Board meeting as she has accepted a position in the Information Services Department effective May 16, 2016. The Board wished her well in her new assignment.

5. **Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 1:20pm.