

AGENDA

Wednesday, January 21, 2015

City of Huntington Beach PERSONNEL COMMISSION

5:30 PM - Meeting Room B-8
Civic Center - 2000 Main Street
Huntington Beach CA 92648

MEETING ASSISTANCE NOTICE - AMERICANS WITH DISABILITIES ACT

In accordance with the Americans with Disabilities Act the following services are available to members of our community who require special assistance to participate in Personnel Commission meetings. If you require special assistance, 48-hour prior notification will enable the city to make reasonable arrangements. To make arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas, please contact the City Clerk's Office at (714) 536-5227, or request assistance from staff at the meeting.

1. CALL TO ORDER

Commissioners: Elford, Inglee, Rivera, Storm, Thompson

Staff Liaison: Ken Domer, Assistant City Manager

Also present:

Michele Warren, Secretary to the Personnel Commission/Director of Human Resources

Michael E. Gates, City Attorney

JoAnn Diaz, Principal Human Resources Analyst

Sandy Henderson, Personnel Analyst

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS

The Personnel Commission welcomes public comments on all items on this agenda or of community interest. We respectfully request that this public forum be utilized in a positive and/or constructive manner. Please focus your comments on the issue or problem that you would like to bring to the attention of the Personnel Commission. Negative comments directed at individuals are not acceptable.

Three (3) minutes per person. Time may not be donated to others. No action can be taken by the Personnel Commission on this date unless agendaized. This is the time to address the Personnel Commission regarding items of interest or on agenda items other than public hearings.

4. APPROVAL OF MINUTES

- Meeting of November 19, 2014

5. APPROVAL OF REVISED RECOMMENDED HEARING OFFICERS LIST

For questions, please contact Sandy Henderson at (714) 960-8828

6. LABOR RELATIONS UPDATE

7. SECRETARY'S REPORT

- New Council Liaisons to the Personnel Commission - Billy O'Connell and Dave Sullivan

8. COMMENTS FROM COMMISSIONERS

Announcements, brief report regarding Commissioner activities, ask questions for clarification, request information from Staff, direction to Staff regarding a future agenda item or for the provision of information for a future meeting.

9. ADJOURNMENT

Meeting adjourned to the next regularly scheduled meeting of February 18, 2015.

ITEM # 4

MINUTES

Wednesday, November 19, 2014

City of Huntington Beach PERSONNEL COMMISSION

5:30 PM - Meeting Room B-8
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Pending approval by Personnel Commission at the meeting on December 17, 2014
(These minutes are not verbatim. A recording of the meeting is available in the Human Resources Division, lower level of City Hall, for one year following meeting date.)

CALL TO ORDER

Commissioner Elford called the Commission meeting to order at 5:30 PM.

ROLL CALL

Commissioners present: Elford, Inglee, Rivera, Storm, Thompson

Commissioners absent:

Others Present:

JoAnn Diaz, Principal Human Resources Analyst

Sandy Henderson, Personnel Analyst

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

A correction was made to the October 15, 2014 minutes:

The meeting start time was changed from 5:30 p.m. to 5:00 p.m.

A motion was made by Commissioner Thompson and seconded by Commissioner Inglee to approve the minutes as amended for the October 15, 2014 meeting.

VOTE:	The motion was carried
AYES:	5
NOES:	0
ABSENT:	0
ABSTAIN:	0

PUBLIC HEARING

- a. Approve the new job classification of **Water Quality Supervisor** in the Public Works Department amending the City's Classification Plan.

A motion was made by Commissioner Thompson and second by Commissioner Rivera to approve the new job classification as presented.

VOTE:	The motion was carried
AYES:	0
NOES:	0
ABSENT:	0
ABSTAIN:	0

LABOR RELATIONS UPDATE

JoAnn Diaz, Principal Human Resources Analyst, stated that a Memorandum of Understanding was reached with the Marine Safety Management Association and was adopted by City Council on November 17, 2014.

SECRETARY'S REPORT

None

COMMENTS FROM COMMISSIONERS

Chair Elford requests the presence of a City Attorney at the next meeting.

Commissioner Thompson wished everyone a Happy Thanksgiving.

ADJOURNMENT

The meeting adjourned at 5:50 PM to the next regularly scheduled meeting of December 17, 2014.

ITEM # 5



**CITY OF HUNTINGTON BEACH
INTER-DEPARTMENTAL COMMUNICATION
HUMAN RESOURCES**

TO: PERSONNEL COMMISSION

FROM: MICHELE WARREN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: UPDATE HEARING OFFICER LISTING

DATE: JANUARY 20, 2015

The City of Huntington Beach Municipal Code, Section 2.72.070 provides the functions and duties of the Personnel Commission. The selection of hearing officers is a prescribed function of the Personnel Commission and requires that from time to time, the available listing of hearing officers be updated/modified. Staff has consulted with legal counsel and proposes the following hearing officer names be added to the existing hearing officer list:

- Mark Burstein
- Linda Klibanow
- Terri Tucker

Each of the recommended hearing officers is currently listed on the statewide panel of arbitrators with the State of California State Mediation and Conciliation Service (SMCS). At this time staff requests the Personnel Commission to approve staff's recommendation.

STAFF RECOMMENDATION

Actions: Update the HEARING OFFICER listing

Recommendation: Approve the recommended changes to listing of hearing officers

Cc: Michael E. Gates, City Attorney
Mike Vigliotta, Chief Assistant City Attorney

City of Huntington Beach
Recommended Hearing Officers

1. Ms. Sara Adler, Attorney
1034 Selby Avenue
Los Angeles CA 90024-3106
O: 310.474.5170
F: 310.474.6919
sadlerarb@earthlink.net
2. Mr. Howard Block, Attorney
505 East First Street, Suite G
Tustin CA 92780
O: 714.544.3323
hsblock@cox.net
3. Mr. Chet Brisco, Attorney
17371 Jacaranda
Tustin CA 92780-2330
O: 714.730.6688
chet@totheweb.com
4. Mr. Richard Calister, Attorney
3335 Fenelon Street, Ste. A
San Diego CA 92106-2134
O: 619.223.2143
F: 619.221.8044
RWCArbitrator@cox.net
5. Mr. Joe Gentile, Attorney
PO Box 570398
Tarzana CA 91357-0398
O: 818.881.8714
F: 818.881.8728
No email provided
6. Mr. Ernest S. Gould, Attorney
PO Box 27581
Los Angeles CA 90027
O: 213.660.3400
No email provided
7. Mr. Fredric R. Horowitz, Attorney
PO Box 3613
Santa Monica CA 90408-3613
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F: 310.449.1049
FRHorowitz@abanet.org
8. Mr. Louis Zigman, Attorney
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F: 310.550.8439
ziggyjudge@aol.com
9. Christopher Cameron
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Los Angeles, CA 90010
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F: 213.738.6698
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10. Walter F. Daugherty
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1351 Riverside Drive, #365
Sherman Oaks CA 91423
11. Michael Prihar
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Granada Hills CA 91394
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F: 818.368.5441
mprihar@naarb.org
12. Robert R. Bergeson
13351-D Riverside Drive Ste 142
Sherman Oaks CA 91423-2542
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C: 818.426.9992
F: 818.986.8049
robertbergeson@earthlink.net

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North Hollywood CA 91616-8162
13. Douglas R. Collins
703 Pier Avenue, Suite B #805
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C: 818.427.4166
F: 310.372.8959
doug.collins@roadrunner.com
14. Mark Burstein, Attorney
PO Box 643091
Los Angeles CA 90064
O: 310.479.8485
F: 310.479.8485

City of Huntington Beach
Recommended Hearing Officers

15. Linda S. Klibanow, Attorney
595 East Colorado Blvd, Suite 302
Pasadena CA 91101
O: 626.204.4000
F: 626.204.4001
lklibanow@lindaklibanow.com

16. Terri A. Tucker, Attorney
10573 W Pico Blvd, Suite 235
Los Angeles CA 90064
O: 310.446.0635
F: 310.446.0638

DRAFT