

Meeting Date: 7/14/2015

Report Type: Consent

Report ID: 2015-00643

Title: Authorization for the Civil Service Board to Acquire Hearing Officers

Location: Citywide

Recommendation: Pass a Motion authorizing the Civil Service Board to acquire hearing officers as necessary.

Contact: Geri Hamby, Director/Board Secretary, (916) 808-7173, Department of Human Resources; Michael Voss, Senior Deputy City Attorney / Board Attorney, (916) 808-5346, Office of the City Attorney

Presenter: None

Department: Human Resources

Division: HR Administration

Dept ID: 08001011

Attachments:

1-Description/Analysis

City Attorney Review

Approved as to Form
Michael W. Voss
7/8/2015 9:37:15 AM

Approvals/Acknowledgements

Department Director or Designee: Geri Hamby - 7/1/2015 10:00:13 AM

Description/Analysis

Issue Detail: The Civil Service Board is charged with ensuring quality and effective personnel management of the City's Civil Service classifications in accordance with City Charter VII. The Board is authorized under Rule 4 of the Rules and Regulations of the Civil Service Board to review appeals of examination disqualifications. Upon approval of the City Council, the Board may utilize the services of a hearing officer to conduct such hearings, CSB Rule 4.11(a). The Board requests Council permission to utilize the services of hearing officers for appeals received under CSB Rule 4, as necessary.

Policy Considerations: City Charter VII and the Rules and Regulations of the Civil Service Board require the Civil Service Board to obtain authorization to utilize a hearing officer for appeals under Rule 4.

Economic Impacts: None

Environmental Considerations: None

Sustainability: None

Commission/Committee Action: At the June 2, 2015 Civil Service Board meeting the Board requested authorization from Council to utilize a hearing officer for an examination appeal.

Rationale for Recommendation: At times, the Civil Service Board may need to use hearing officers for CSB Rule 4 appeal cases. Rule 4.11 requires Council approval for the Board to utilize hearing officers.

Financial Considerations: The total cost to obtain a hearing officer will vary from case to case. Funding is available in the Department of Human Resources general fund budget.

Local Business Enterprise (LBE): Not applicable