

Meeting Date: 05/08/2014

Report Type: Consent

**Personnel and Public
Employees Committee
Report**

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Approval of Committee Meeting Minutes for April 17, 2014

Location: Citywide

Recommendation: 1) Pass a Motion approving the committee meeting minutes for the April 17, 2014 meeting.

Contact: Shirley Concolino, City Clerk, (916) 808-5442, Office of the City Clerk

Presenter: None

Department: Office of the City Clerk

Division: City Clerk

Dept ID: 04001011

Attachments:

01 Draft Minutes

Submitted By:

Katia Ligaiviu

Adobe Signature:

Katia Ligaiviu

Approved By:

Shirley Concolino

Adobe Signature:

Shirley A. Concolino

Digitally signed by Shirley A. Concolino
DN: cn=Shirley A. Concolino, o=City of
Sacramento, ou=City Clerk,
email=sconcolino@cityofsacramento.org, c=US
Date: 2014.04.30 10:06:22 -07'00'



PERSONNEL AND PUBLIC EMPLOYEES COMMITTEE

Angelique Ashby, Chair, District 1
Steve Hansen, Vice Chair, District 4
Kevin McCarty, District 6
Bonnie Pannell, District 8

COMMITTEE STAFF

Kourtney Burdick, Deputy City Attorney
Wendy Klock-Johnson, Assistant City Clerk

DRAFT Minutes
Personnel and Public
Employees Committee

City Hall Council Chamber
915 I Street, 1st Floor

Published by the
Office of the City Clerk
(916) 808-7200

Thursday, April 17, 2014
1:30 PM

NOTICE TO THE PUBLIC

You are welcomed and encouraged to participate in this meeting. Public comment is taken on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

Notice to Lobbyists: When addressing the legislative bodies you must identify yourself as a lobbyist and announce the client/business/organization you are representing
(City Code 2.15.160).

Speaker slips are available on the City's Website and located in racks inside the chamber and should be completed and submitted to the Assistant City Clerk.

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order and estimated time for Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body.

The Agenda provides a general description and staff Recommendation; however, the legislative bodies may take action other than what is recommended. Full staff reports are available for public review on the City's website and include all attachments and exhibits. "To Be Delivered" and "Supplemental" reports will be published as they are received. Hard copies are available at the Office of the City Clerk and all written material received is available at the meeting for public review.

Meetings are broadcast live on Metrocable, Channel 14, AT&T Broadband Cable System and rebroadcast on the Saturday following the date of the meeting. (Check Listings)

Archived indexed videostreams of meetings are available via the internet. Visit the City's official website at http://sacramento.granicus.com/ViewPublisher.php?view_id=21.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Office of the City Clerk at (916) 808-7200 at least 48 hours prior to the meeting.

General Conduct for the Public Attending Personnel and Public Employees Committee Meetings

- Members of the public attending Personnel and Public Employees Committee meetings shall observe the same rules and decorum applicable to the Members and staff as noted in Chapters 3 and 4 of Council Rules of Procedure.
- Stamping of feet, whistles, yells or shouting, physically threatening conduct, and/or similar demonstrations are unacceptable public behavior and will be prohibited by the Sergeant-at-Arms.
- Lobbyists must identify themselves and the client(s), business or organization they represent before speaking to the Committee.
- Members of the public wishing to provide documents to the Committee shall comply with Rule 7 D of the Council Rules of Procedure.

Members of the Public Addressing the Personnel and Public Employees Committee

Purpose of Public Comment. The City provides opportunities for the public to address the Committee as a whole in order to listen to the public's opinions regarding non-agendized matters within the subject matter jurisdiction of the City during Regular meetings and regarding items on the Agenda at all other meetings.

- Public comments should not be addressed to individual Members nor to City officials, but rather to the Personnel and Public Employees Committee as a whole regarding City business.
- While the public may speak their opinions on City business, personal attacks on Members and City officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the Committee.
- Consistent with the Brown Act, the public comment periods on the Agenda are not intended to be "Question and Answer" periods or conversations with the Committee and City officials. The limited circumstances under which Members may respond to public comments are set out in Rule 8 D 2 of the Council Rules of Procedure.
- Members of the public with questions concerning Consent Calendar items may contact the staff person on the report prior to the meeting to reduce the need for discussion of Consent Calendar items and to better respond to the public's questions.

Speaker Time Limits.

In the interest of facilitating the Committee's conduct of the business of the City, the following time limits apply to members of the public (speakers) who wish to address the Committee during the meeting.

- **Matters not on the Agenda.** Two (2) minutes per speaker.
- **Consent Calendar Items.** The Consent Calendar is considered a single item, and speakers are therefore subject to the two (2) minute time limit for the entire Consent Calendar. Consent Calendar items can be pulled at a member's request. Such pulled Consent Calendar items will be considered individually and up to two (2) minutes of public comment per speaker on those items will be permitted.
- **Discussion Calendar Items.** Two (2) minutes per speaker.

Time Limits per Meeting In addition to the above time limits per item, the total amount of time any one individual may address the Committee at any meeting is eight (8) minutes.

- Each speaker shall limit his/her remarks to the specified time allotment.
- The Presiding Officer shall consistently utilize the timing system which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear and will flash red at the end of the allotted time.
- In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group but with no increase in time.
- Speakers shall not concede any part of their allotted time to another speaker.
 - The Presiding Officer may further limit the time allotted for public comments per speaker or in total for the orderly conduct of the meeting and such limits shall be fairly applied

DRAFT Minutes

Thursday, April 17, 2014

1:30 p.m.

City Hall – 915 I Street- First Floor Council Chamber

Open Session - 1:30 p.m.

Regular session called to order by Vice Chair Hansen at 1:35 p.m. on Thursday, April 17, 2014 at the Sacramento City Council Chamber.

Present: Members Steve Hansen, Kevin McCarty, and Bonnie Pannell

Absent: Member Angelique Ashby

Public Comments – Matters Not on the Agenda – None.

Consent Calendar **Estimated Time: 5 minutes**

All items listed under the Consent Calendar are considered and acted upon by one Motion.

Action: Motion/Second: Members Bonnie Pannell/Kevin McCarty

Yes: Members Steve Hansen, Bonnie Pannell, Kevin McCarty

Absent: Member Angelique Ashby

1. **Approval of Committee Meeting Minutes for March 18, 2014**

Location: Citywide

Action: Motion passed approving the committee meeting minutes for the March 18, 2014 meeting.

Contact: Shirley Concolino, City Clerk, (916) 808-5442, Office of the City Clerk

Discussion Calendar

Discussion Calendar items include an oral presentation including those recommending “receive and file”.

2. **Conduct Interviews for the Civil Service Board**

Estimated Time: 10 Minutes

Location: Citywide

Action: Conducted interviews of applicant(s) for two seats in the category for city residents who have no connection with city government on the Civil Services Board and 2) continued the item to the next meeting for discussion and nomination(s).

Contact: Shirley Concolino, City Clerk, (916) 808-5442, Office of the City Clerk; Gerrie Giffin, Human Resources Manager, (916) 808-5600, Department of Human Resources.

3. Conduct Interviews for the Housing Code Advisory & Appeals Board

Estimated Time: 5 Minutes

Location: Citywide

Action: 1) Conducted interviews of applicant(s) for two seats in category A (individuals who are not employees of the City of Sacramento) on the Housing Code Advisory and Appeals Board and 2) continued the item to the next meeting for discussion and nomination(s).

Contact: Shirley Concolino, City Clerk, (916) 808-5442, Office of the City Clerk; Ron O'Connor, Code Enforcement Operations Manager, (916) 808-4515, Community Development Department

4. Conduct Interviews for the Sacramento Heritage, Inc. Board of Directors

Estimated Time: 10 Minutes

Location: Citywide

Action: 1) Conducted interviews of applicant(s) for one seat in category A-2 (individual with knowledge and/or experience in the area of Housing) on the Sacramento Heritage, Inc. Board of Directors and 2) continued the item to the next meeting for discussion and nomination(s).

Contact: Shirley Concolino, City Clerk, (916) 808-5442, Office of the City Clerk; Roberta Deering, (916) 808-8259, Community Development Department

Member Comments-Ideas, Questions and Meeting/Conference Reports – None.

Adjournment – 1:53 p.m.