

**MINUTES**  
**City of San Bernardino**  
**Civil Service Board**  
**January 10, 2017**

The regular meeting of the Civil Service Board was called to order by Chairman Dennis Reichardt, at 9:00 A.M., January 10, 2017, in Conference Room A, 4<sup>th</sup> Floor, San Bernardino City Hall, 300 North 'D' Street, San Bernardino, California.

**Pledge of Allegiance**

**Roll Call**

Roll call was taken by the Civil Service Chief Examiner, Rebekah Kramer, with the following present: Chairman Dennis Reichardt, Vice-Chair Curtis Stout and Commissioner Evelyn Alexander. Deputy City Attorney Steven Graham representing the Civil Service Board and a representative from the Human Resources Department were also present. Commissioner Dan Carlone and Commissioner Jeanette Avila were absent excused.

**A-A Public Comments on items not on the Agenda**

Commissioner Evelyn Alexander read a letter received from former Commissioner, Lloyd Roberts.

**A-B Agenda Additions**

None

**CONSENT CALENDAR**

**A-1 Minutes of the Regular Meeting of December 13, 2016**

Commissioner Evelyn Alexander moved to approve the minutes of the regular meeting of December 13, 2016. Vice-Chair Curtis Stout seconded the motion. The minutes were unanimously approved as submitted.

**A-2 Police Department Certifications**

Commissioner Evelyn Alexander moved to approve Police Department Certifications to Class Code 40466 (Field Training Officer), as submitted via memorandum on December 13, 2016 and January 3, 2017, in accordance with Civil Service Rule 415. Vice-Chair Curtis Stout seconded the motion, which was unanimously approved.

**A-3 Probationary Release**

Commissioner Evelyn Alexander moved to approve the Probationary Release of #2016-32, Equipment Service Worker, Public Works Department in accordance with Civil Service Rule 500.2. Vice-Chair Curtis Stout seconded the motion, which was unanimously approved. **A written statement was not submitted to Civil Service.**

**A-4 Probationary Release**

Commissioner Evelyn Alexander moved to approve the Probationary Release of #2016-33, Water Utility Supervisor, Water Department in accordance with Civil Service Rule 500.2. Vice-Chair Curtis Stout seconded the motion, which was unanimously approved. **A written statement was not submitted to Civil Service.**

**A-6 Voluntary Demotion**

Commissioner Evelyn Alexander pulled the item for discussion, expressing continued concern with allowing employees to take a demotion under Civil Service Rule 510 – Voluntary Demotion without having held the position and/or participating in a competitive recruitment/testing process for the position. After general discussion, Commissioner Evelyn Alexander moved to approve the voluntary demotion of Alberto Sandoval from Police Officer to Community Service Officer in accordance with Civil Service Rule 510. Vice-Chair Curtis Stout seconded the motion, which was unanimously approved.

**END OF CONSENT CALENDAR**

**A-6 Request by Director, Community Development Department – Approve Revised Testing Standards for Building Inspector I.**

Commissioner Evelyn Alexander moved to approve revised testing standards for Building Inspector I to include Civil Service Application Review and Civil Service Supplemental Questionnaire Review. Vice-Chair Curtis Stout seconded the motion, which was unanimously approved.

**A-7 Correspondence:** This item is for any correspondence the Chief Examiner has received to bring to the full Board’s attention.

None

**A-8 Monthly Report from Chief Examiner**

The Chief Examiner provided a brief update regarding the action plan associated with the adoption of the new City Charter. After general discussion, Commissioner Evelyn Alexander moved to receive and file the Personnel Action Summary report for December 19, 2016. Vice-Chair Curtis Stout seconded the motion, which was unanimously approved.

**A-9 Closed Session**

None

**A-10 Adjournment**

Vice-Chair Curtis Stout moved and Commissioner Evelyn Alexander seconded the motion that the Board adjourn to the next regularly scheduled meeting of January 24, 2017.

Rebekah Kramer  
Chief Examiner & Secretary  
Civil Service