File #: 197-2020, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Tiffany Carranza, City Clerk

Prepared By: Paulette Cooper, Office Assistant II

TITLE:
Civil Service Commission Membership

RECOMMENDED ACTION:
Appoint incumbent, Ashley A. Halliday, to the Civil Service Commission to serve an additional term beginning immediately and ending on June 30, 2023.

DISCUSSION:

COMPOSITION AND PURPOSE OF THE COMMISSION

The Civil Service Commission is advisory to the City Council on matters concerning personnel administration, including the establishment of classification specifications and salaries for classified City employees. They are the decision-making body for appeals submitted by classified City employees.

Pursuant to Section 76.1 of the City Charter, the Commission consists of five members, two of whom are appointed by the City Council, two are elected by the classified employees, and one member is appointed by the other four members.

NUMBER AND TIMING OF VACANCIES INCLUDING SPECIAL QUALIFICATIONS
There is one seat to be filled due to the term expiration of Ashley A. Halliday, effective June 30, 2020. This seat is Council-appointed member.

Ashley A. Halliday has reapplied to serve a second term.

RECRUITMENT PROCESS

The City Clerk accepted applications for the Committee from May 11, 2020 through June 5, 2020. Recruitment announcements were published on the City's website, posted at various locations at City Hall, Human Resources, and the Community Services building, and sent to the Napa County Library, Napa Valley College, Napa Chamber of Commerce, Napa Valley Unified School District, Napa County Board of Supervisors, Napa County Administration, Napa County Hispanic Chamber of Commerce, Napa Valley Coalition of Non-Profit Agencies, Napa Valley Community Housing, Puertas

Abiertas Community Resource Center, and Leadership Napa Valley.

APPLICATIONS RECEIVED

One applications was received: Ashley Halliday.

FINANCIAL IMPACTS:
None.

CEQA:
The City Clerk has determined that the recommended action described in this agenda report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

DOCUMENTS ATTACHED:
ATCH 1- Application

NOTIFICATION:
Applicant