



Agenda Submittal

**Agenda #:** 11 **Status:** Consent Calendar  
**Type:** Report **Department:** Human Resources  
**File #:** 20-78 **Contact:** Marc Fox, 784-2552  
**Agenda date:** 1/28/2020 **Final action:** 1/28/2020  
**Title:** Receive the 2019 Annual Report of the Civil Service Commission

**Governing body:** Board of Supervisors  
**District:** All  
**Attachments:** 1. A - 2019 CSC Annual Report, 2. Minute Order

Date	Ver.	Action By	Action	Result
1/28/2020	1	Board of Supervisors		

Published Notice Required? Yes \_\_\_ No X  
Public Hearing Required? Yes \_\_\_ No X

**DEPARTMENTAL RECOMMENDATION:**

It is recommended that the Board of Supervisors receive the 2019 Annual Report of the Civil Service Commission.

**SUMMARY:**

Section III, Administration, Section 3.04 of the Civil Service Rules directs the Civil Service Commission to submit a report to the Board of Supervisors by each March 15th containing information and statistical data relating to the County employment, the personnel program and the activities of the Civil Service Commission. Attached is the 2019 Annual Report as adopted by the Civil Service Commission at its meeting of January 8, 2020.

**FINANCIAL IMPACT:**

There is no financial impact for receiving this report. All costs associated with compiling the data and producing the report are realized in Human Resources' Civil Service Commission's division FY2019/20 budget.

**DISCUSSION:**

The attached 2019 Annual Report of the Civil Service Commission details the Civil Service activities in the area of recruitment, employment, classification, Civil Service Rules amendments, appeals, and the formation or modification of bargaining units. For context, historical information also has been included.

**ALTERNATIVES:**

The Board could elect to not receive the Annual Report; however, this is not recommended as the adopted Civil Service Rules require the Civil Service Commission to submit an annual report to the Board of

Supervisors.

**OTHER AGENCY INVOLVEMENT:**

The Director of Human Resources serves as the Executive Officer and the Secretary of the Civil Service Commission per the Civil Service Rules.

**CAO RECOMMENDATION:**

APPROVE DEPARTMENTAL RECOMMENDATION