



Solano County

675 Texas Street
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Minutes - Final Civil Service Commission

Wednesday, January 14, 2026

5:30 PM

Solano County Board of Supervisors Chambers

SOLANO COUNTY CIVIL SERVICE COMMISSION

TO THE PUBLIC

1. Call to Order/Roll Call

President Neal called the January 14, 2026 Civil Service Commission meeting to order at 5:30 p.m. Present – Vice President Petullo, Commissioner Gantt, President Neal, and Commissioner Schuster. Absent – Commissioner Bryant. Also present were Executive Secretary, Human Resources Director, Niger Edwards and Deputy County Counsel Kelly Welsh.

2. Pledge Of Allegiance

This meeting with the Solano County Civil Service Commission continued with the Salute to the Flag.

3. Items from the Public

President Neal invited members of the public to address the Commission on matters not listed on the agenda, but with subject matter jurisdiction of the Commission. There were no items from the public.

4. Approval of Minutes of the Commission

[CSC 26-0002](#)

Attachments: [A - 12.10.2025 CSC Minutes Regular Meeting FINAL](#)

On motion of Commissioner Gantt and seconded by Commissioner Schuster, the Commission approved the Regular Meeting Minutes of the Solano County Civil Services Commission for December 10, 2025. So ordered by a 4-0 vote.

5. Communications

President Neal invited Executive Secretary, Niger Edwards, to provide communications. There were no communication items received.

6. Information Items (No Action Required by Commissioners)

President Neal invited Commissioners, staff, and members of the public to present information. There were no information items received.

7. Additions to, or deletions from, the Agenda

There were no additions or deletions from the agenda.

8. Approval of the Agenda

On motion of Commissioner Schuster and seconded by Commissioner Gantt, the Commission approved the Agenda of the Civil Service Commission for January 14, 2026 as provided. So ordered by a 4-0 vote.

SCHEDULED CALENDAR

CSC 26-0003 Annual election of the Civil Service Commission President and Vice President

President Neal invited petitions for Civil Service Commission President and Vice President for 2026.

On motion from Commissioner Gantt and seconded by Vice President Petullo, President Neal was nominated to continue as President for another year. So ordered by 4-0 vote.

On motion from President Neal and seconded by Commissioner Schuster, Vice President Petullo was nominated to continue as Vice President for another year. So ordered by 4-0 vote.

CSC 26-0001 Unit 16 Association of Mid-Management Professionals of Solano County ("Unit 16" or "AMMPS") petition to include the Compliance and Quality Assurance Analyst classification in Unit 16

Attachments: [A - Petition to Assign Compliance Analyst to Unit 16 - AMMPS, Unit 16, IFPT](#)

Executive Secretary, Niger Edwards, presented the Unit 16 petition to include the Compliance and quality Assurance Analyst Classification in Unit 16. SEIU Local 1021 submitted the petition to Human Resources on behalf of the Association of Mid-Management Professionals of Solano County (Unit 16) in October 2024. It was not brought to the Civil Service Commission sooner because, per the Employee-Employer Relations Rules and Regulations (EERRR), the petition should be submitted at the end of the term of the labor contract, which expired in October of 2025.

Human Resources reviewed and researched the petition to determine if the classifications should be included in Unit 19. Human Resources found that the two managerial positions the Compliance and Quality Assurance Analysts report to are included in Unit 19. It was found that because the management classifications are represented, the subordinate positions should also be represented. Human Resources has determined it is appropriate for these positions to be included in Unit 16 and is asking the Civil Service Commission to approve the petition.

President Neal asked if both units are in agreement about adding the Compliance and Quality Assurance Analyst classifications to Unit 16.

Executive Secretary Edwards replied that Human Resources sent notice to all bargaining units and received no responses. These positions would not fit into any of the other bargaining units due to the nature of their positions. Both of the incumbents in these positions have submitted requests to the union asking to be included as well.

President Neal inquired about how many people would be affected by the change.

Executive Secretary Edwards responded that there are 2 incumbents and 1 vacant position, so a total of 3 positions would be affected by this change.

President Neal invited any other comments from the Commission. No other comments or questions were brought forth.

On motion of Commissioner Gantt and seconded by Vice President Petullo, the Unit 16 petition to include the Compliance and Quality Assurance Analyst Classification in Unit 16 was approved. So ordered by 4-0 vote.

MISCELLANEOUS ITEMS

9. Commission/Staff Comments

President Neal asked if Civil Service Commission bylaws address Commissioner attendance. He noted that other boards he sits on have policies that address absenteeism and asked staff to research if there are any such regulations for the Civil Service Commission. If no such regulations exist, President Neal asked that staff research how to implement rules that allow for Commissioners with a certain number of consecutive absences to be removed.

Deputy County Counsel, Kelly Welsh stated absences are not addressed in the Civil Service Commission bylaws.

Commissioner Schuster suggested that since the Commissioners serve at the pleasure of the Board of Supervisors, that the Civil Service Commission may initiate such a request by making a recommendation to Board.

Deputy County Counsel, Kelly Welsh said that further investigation is needed by County Counsel and Human Resources to determine how to address the issue.

Executive Secretary, Niger Edwards added that County Counsel and Human Resources will work together to review the Civil Service Commission rules and the Solano County Code to find out if action is needed by the Board of Supervisors, or if the current bylaws need to be amended to include an absenteeism policy.

President Neal asked that this item be added to agenda for next meeting for the Civil Service Commission. The Commission agreed to hear a report back

on this at the next Civil Service Commission meeting and revisit the issue at that time.

Adjourn

The meeting adjourned at 5:41 PM.