

City of Las Vegas

BOARD OF CIVIL SERVICE TRUSTEES
CITY HALL, 400 STEWART AVENUE
CITY CLERKS FIRST FLOOR CONFERENCE ROOM
CITY OF LAS VEGAS INTERNET ADDRESS: www.lasvegasnevada.gov

MINUTES

September 14, 2011

4:30 PM

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR ACTION UNLESS SPECIFICALLY NOTED OTHERWISE. UNLESS OTHERWISE STATED, ITEMS MAY BE TAKEN OUT OF THE ORDER PRESENTED AT THE DISCRETION OF THE CHAIRPERSON. TWO OR MORE AGENDA ITEMS FOR CONSIDERATION MAY BE COMBINED; AND ANY ITEM ON THE AGENDA MAY BE REMOVED OR RELATED DISCUSSION MAY BE DELAYED AT ANY TIME.

DUPLICATE AUDIO CDS MAY BE AVAILABLE AT A COST OF \$5.00 PER CD THROUGH THE CITY CLERKS OFFICE.

1. CALL TO ORDER

Minutes:

VICE CHAIR WHITE called the meeting to order at 4:31 p.m.

PRESENT: VICE CHAIR WHITE and MEMBERS BEALS, STEINMAN and SPURLOCK

EXCUSED: MEMBER ROCHA

Also Present: SECRETARY DAN TARWATER, CHIEF DEPUTY CITY ATTORNEY MORGAN DAVIS and DEPUTY CITY CLERK GABRIELA PORTILLO-BRENNER

2. ANNOUNCEMENT RE: COMPLIANCE WITH OPEN MEETING LAW

Minutes:

ANNOUNCEMENT MADE - Meeting noticed and posted at the following locations: City Clerk's Bulletin Board, City Hall Plaza, 2nd Floor Skybridge; Clark County Government Center, 500 South Grand Central Parkway; Las Vegas Library, 833 Las Vegas Boulevard North; Grant Sawyer Building, 555 East Washington Avenue; Bulletin Board, City Hall Plaza (next to Metro Records)

3. PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS ON THE AGENDA FOR ACTION. IF YOU WISH TO BE HEARD, COME FORWARD AND GIVE YOUR NAME FOR THE RECORD. THE AMOUNT OF DISCUSSION, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED

Minutes:

None.

4. For possible action to approve the Final Minutes by reference of the Regular Meeting of August 24, 2011

Motion made by DAVID W. STEINMAN to Approve

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

City of Las Vegas

ANDREAS SPURLOCK, DAVID W. STEINMAN, MALCOLM WHITE, EVELYN BEALS; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-PRISCILLA ROCHA

5. Discussion for possible action to certify Eligible List for Construction Project Representative (promotional); Construction Project Representative (open); Contracts Specialist (promotional); Contracts Specialist (open); Senior Buyer (promotional); Senior Buyer (open)

Motion made by DAVID W. STEINMAN to Approve

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

ANDREAS SPURLOCK, DAVID W. STEINMAN, MALCOLM WHITE, EVELYN BEALS; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-PRISCILLA ROCHA

6. Discussion for possible action to extend Eligible Lists for Business Specialist I (promotional)

Motion made by EVELYN BEALS to Approve

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

ANDREAS SPURLOCK, DAVID W. STEINMAN, MALCOLM WHITE, EVELYN BEALS; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-PRISCILLA ROCHA

Minutes:

Vice Chair White and MEMBER STEINMAN questioned how many times these lists have been extended. Staff could not answer, and SECRETARY DAN TARWATER indicated that he would have to do some research.

MEMBER STEINMAN interjected that according to the backup, the lists were certified 3/2010 and then extended for two additional periods; therefore, these lists could be extended for a final six-month period. CHIEF DEPUTY CITY ATTORNEY MORGAN DAVIS commented that a list can remain active for a maximum of 24 months.

7. Discussion for possible action to certify Job Descriptions for Segal Class/Comp: Information Technologies Support Technician, formerly Microcomputer Specialist [revised]; Print Media Operations Supervisor, formerly Graphic Operations Supervisor [revised]; Print Media Operator, formerly Graphic Equipment Operator I/II (X) [revised]; Print Media Services Representative, formerly Senior Graphic Equipment Operator and Graphic Services Technician [revised]; Senior Systems Analyst [revised]

Motion made by DAVID W. STEINMAN to Approve

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

ANDREAS SPURLOCK, DAVID W. STEINMAN, MALCOLM WHITE, EVELYN BEALS; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-PRISCILLA ROCHA

8. For possible action on the election of a new Chair and Vice Chair for the Civil Service Board of Trustees through July 2012

Motion made by DAVID W. STEINMAN to Approve the appointment of Malcolm White as Chair

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

ANDREAS SPURLOCK, DAVID W. STEINMAN, MALCOLM WHITE, EVELYN BEALS; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-PRISCILLA ROCHA

Motion made by EVELYN BEALS to Approve the appointment of David Steinman as Vice Chair

Passed For: 4; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

City of Las Vegas

ANDREAS SPURLOCK, DAVID W. STEINMAN, MALCOLM WHITE, EVELYN BEALS; Against-(None); Abstain-(None); Did Not Vote-(None); Excused-PRISCILLA ROCHA

Minutes:

CHIEF DEPUTY CITY ATTORNEY MORGAN DAVIS clarified that the Board had the discretion to either elect a new chair or have VICE CHAIR WHITE function as chair until 6/2012. MEMBER STEINMAN pointed out that, according to the by-laws, officers are to be elected once a year.

In the form of motions, MEMBER STEINMAN and MEMBER BEALS respectively nominated MALCOLM WHITE as Chair and MEMBER STEINMAN as Vice Chair.

9. **CITIZENS PARTICIPATION: PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS WITHIN THE JURISDICTION OF THE BOARD. NO SUBJECT MAY BE ACTED UPON BY THE BOARD UNLESS THAT SUBJECT IS ON THE AGENDA AND IS SCHEDULED FOR ACTION. IF YOU WISH TO BE HEARD, GIVE YOUR NAME FOR THE RECORD. THE AMOUNT OF DISCUSSION ON ANY SINGLE SUBJECT, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED**

Minutes:

None.

10. **ADJOURNMENT**

Minutes:

The meeting was adjourned at 4:38 p.m.

Respectfully submitted:

Gabriela Portillo-Brenner

Dan Tarwater, Secretary

Facilities are provided throughout City Hall for the convenience of disabled persons. If you need an accommodation to attend and participate in this meeting, please call the City Clerks office at 229-6311 and advise of your need at least 48 hours in advance of the meeting. The Citys TDD number is 386-9108.

THIS MEETING HAS BEEN PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS:

City Clerk's Bulletin Board, City Hall Plaza, 2nd Floor Skybridge
Bulletin Board, City Hall Plaza (next door to Metro Records)
Las Vegas Library, 833 Las Vegas Boulevard North
Clark County Government Center, 500 S. Grand Central Parkway
Grant Sawyer Building, 555 E. Washington Avenue