

COUNTY OF VENTURA
civil service commission
BOARD OF REVIEW AND APPEALS



Commissioners
Don Becker
Alyse M. Lazar
Haywood Merricks III
Joyce A. Taylor
James Vandenberg

**MINUTES OF
SPECIAL MEETING
MONDAY, NOVEMBER 17, 2014
9:00 a.m.
VENTURA COUNTY GOVERNMENT CENTER
HALL OF ADMINISTRATION
LOWER PLAZA ASSEMBLY ROOM**

Chair Merricks called the meeting to order at 9:12 a.m. Commissioners present were Chair Merricks, Vice-Chair Becker, and Commissioners Vandenberg, Lazar and Taylor. Staff present were Cheryl Shaw, Commission Assistant, and Roberto Orellana, Law Advisor to the Commission.

Ms. Shaw announced that the matter before the Commission was investigation of the Criminal Justice Attorneys' Association of Ventura County's (CJAAVC's) objection to a lateral transfer procedure utilized to fill a vacancy for an Attorney III position within the District Attorneys' Office, Civil Service Commission Case #14-281-03-02.

Christina Stokholm appeared as counsel for CJAAVC, along with Margaret Coyle, Vice-President of CJAAVC. Matthew Smith, Assistant County Counsel, and Chuck Hughes, the Chief Assistant Deputy District Attorney, appeared on behalf of the District Attorney's Office and the County of Ventura.

Following argument from each counsel and a discussion regarding questions posed by the Commissioners, the Commission unanimously decided that they were unable to reach any decision in the matter without first obtaining information from Kelly Shirk, the Director of Human Relations, regarding the practices and policies of the County with respect to lateral transfers. Ms. Shirk was unavailable due to a prior commitment.

Therefore, at 10:30 a.m., Chair Merricks continued the investigation to the Commission's regular business meeting scheduled for January 22, 2015, at 9:30 a.m., so that Ms. Shirk could be present and available to respond to the Commission's remaining questions.