



**Commissioners**  
Don Becker  
Alyse M. Lazar  
Haywood Merricks III  
Patricia S. Parham  
James Vandenberg

COUNTY OF VENTURA  
**civil service commission**

BOARD OF REVIEW AND APPEALS

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**MINUTES**  
**REGULAR BUSINESS MEETING**  
**THURSDAY, June 28, 2018**  
**9:00 a.m.**  
**County of Ventura Government Center**  
**Hall of Administration**  
**LOWER PLAZA ASSEMBLY ROOM**

- I. CALL TO ORDER** – Chair Lazar called the meeting to order at 9:03 a.m.
- II. ROLL CALL** - Commissioners present: Chair Lazar, Vice-Chair Vandenberg, Commissioners Becker, Merricks and Parham. Staff present: Cheryl Shaw, Commission Assistant, Robert Orellana and Grant Burton, Law Advisors, and Mike Curnow and Sandra Ambriz (IR).
- III. PLEDGE OF ALLEGIANCE**
- IV. MINUTES FOR APPROVAL** – The minutes of the Regular Business Meeting of May 24, 2018 were approved on motion by Commissioner Becker, seconded by Vice-Chair Vandenberg.
- V. PUBLIC COMMENTS** – None.
- VI. OLD BUSINESS** – None.
- VII. REQUEST FOR HEARING** – None.
- VIII. REQUEST FOR INVESTIGATION** – None.

**IX. NEW BUSINESS –**

- A. Section 103 Review of the 2018-2021 Memorandum of Agreement (MOA) between the County of Ventura and the Ventura County Sheriff's Correctional Officers' Association.**

Chair Lazar commented that typically Section 103 reviews are completed pursuant to Article 12 of the Commission's By-Laws and a meeting is not held unless one or more Commissioners so request, but as the Commission had a regular business meeting on calendar the matter was placed on the agenda. Ms. Ambriz stated that the proposed successor MOA would have no impact on the Personnel Rules and Regulations. There being no further discussion the Commission unanimously voted, on motion by Commissioner Becker, seconded by Vice-Chair Vandenberg, to direct the Chair to sign a letter to the Board of Supervisors stating that the Commission finds the proposed MOA will have no adverse impact on the County's Personnel Rules and Regulations. Staff was instructed to submit the letter to the Clerk of the Board of Supervisors.

- B. Review 2018 Local Agency Biennial Notice Regarding Civil Service Commission's Conflict of Interest Code; Authorize Chair to Sign Notice.**

Ms. Shaw stated that the Government Code requires agencies to complete a conflict of interest code biennial review to ensure there have been no substantial changes in organizational structure or positions that require the filing of a Form 700 Statement of Economic Interest. She and Mr. Orellana reviewed the Commission's conflict of interest code and concluded no amendments were necessary. Commissioner Parham requested staff to check that her email address was corrected. Chair Lazar signed the 2018 Local Agency Biennial Notice.

**X. INFORMATIONAL – None.**

**XI. COMMISSION/STAFF COMMENTS – None.**

**XII. CLOSED SESSION - Peace Officer Discipline or Dismissal – Two Matters**

The Commission proceeded into Closed Session at 9:10 a.m. The Commission proceeded into Executive Session at 9:55 a.m. and reconvened to Closed Session at 10:14 a.m. The Commission then reconvened in Open Session at 10:25 a.m. and announced that with regard to the first closed session matter that the Commission voted to vacate a prior ruling and voted and set a hearing date. On the second matter, the Commission set a further status conference.

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In response to a question from Vice-Chair Vandenberg, Ms. Shaw stated that the Commission would be electing a Chair and Vice-Chair at the regular business meeting scheduled for July 26, 2018.

**XIII. ADJOURNMENT** – The meeting was adjourned at 10:27 a.m.