

## **Civil Service Commission, Grand Jury and Other Independent Bodies**

### VISITATION WITH CIVIL SERVICE COMMISSION

During a meeting with the Civil Service Commission the 1995-96 Ventura County Grand Jury recognized some similarities between our two independent bodies.

In 1944 the voters of Ventura County approved Ordinance No. 382 creating a civil service system. A five member commission is appointed by the Board of Supervisors and is regulated by the Civil Service Ordinance and the Ventura County Personnel Rules and Regulations. One of the Civil Service Commissions duties is to make investigations concerning the administration of the civil service system as deemed appropriate.

### PROCEDURES FOLLOWED

- Grand Jury members met with members of the Civil Service Commission and their Commission Assistant.
- Reviewed Personnel Rules and Regulations, Ventura County Civil Service Commission Bylaws, and A Guide for the Ventura County Civil Service Commission prepared by the County Counsel in 1985.
- Reviewed the California Constitution Sections 933 and 916, regarding the function of the Grand Jury.

### FINDINGS

The County Counsel's Office is currently the legal advisor to the County and all its agencies and departments. A staff member of the County Counsel's Office serves as legal advisor to the Civil Service Commission on all questions of law, except where the County Counsel's office represents a department before the commission. The county counsel also advises the Grand Jury.

The Civil Service Commission, like the Grand Jury, is a separate and independent body from the County.

The Civil Service Commission has a part-time commission assistant who works continuously for the Civil Service Commission and helps maintain a smooth transition when new commissioners are appointed.

### RECOMMENDATION

The 1995/96 Ventura County Grand Jury recommends:

1. The Board of Supervisors provide the funds for these independent bodies to obtain outside counsel to confer in legal matters when an actual conflict exists.
2. The Grand Jury also recommends that the Board of Supervisors make available funds for

a part-time confidential administrative assistant to work with the Grand Jury in order to make the transition between panels smoother.

**RESPONSE REQUIRED**

Board of Supervisors

County Counsel