

**Commission Name:** Civil Service/Equal Employment Commission

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**Reporting Period (12 months prior):** January 1, 2019– December 31, 2019

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**Description of Commission**

To adopt, amend or repeal rules for the Civil Service System.

To make investigation either upon complaint or upon its own motion concerning any matter touching the administration of the Civil Service System.

To act in an advisory capacity to the City Manager on problems concerning personnel administration.

As provided by rule, to hear appeals of dismissals, demotions or reductions submitted by any person in the competitive service. Prepare or cause to be prepared a written statement of facts, findings, and recommendations on every appeal. The effect of the Commission's recommendation in case of discharge, demotion or reduction shall be final and binding upon all parties.

To make an annual report and such other reports as it deems desirable to the City Council covering the administration of the personnel system.

**Regular Meeting Dates & Times**

Third Thursday of each month at 3:00 p.m.; Resolution CS10-014  
 City Hall, Second Floor  
 425 N. El Dorado Street, Stockton CA 95202

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**Attendance Summary**

Number of Meetings Held: 13		January 1, 2019 – December 31, 2019		
Commissioner Name	Scheduled Meetings	Meetings Attended	Unexcused Absences	Excused Absences
Annette Sanchez	13	13	0	0
Jess Serna	2	0	2	0
Sarbjeeet Singh	6	3	0	3
Pamela Sloan	6	6	0	0
Linda R. Vasquez	11	10	0	1
Lorie E. Diaz-Liddicoat	11	9	2	0
Adam Ramirez	7	5	2	0
Gloria Evans	7	6	1	0

**Ethics Training Required Yes / No**

Commissioner Name	Date Completed
Annette Sanchez	3/27/2019
Jess Serna (Resigned)	N/A
Sarbjeeet Singh (Term ended)	5/10/2018
Pamela Sloan (Term ended)	7/18/2017
Linda R. Vasquez	3/27/2019
Lorie E. Diaz-Liddicoat	4/1/2019
Adam Ramirez	Not due until July
Gloria Evans	12/21/2019

**Statements of Economic Interest (Form 700) Required Yes / No**

Commissioner Name	Date Filed
Annette Sanchez	4/9/2019
Jess Serna (Resigned)	N/A
Sarbjeeet Singh (Term ended)	4/13/2019
Pamela Sloan (Term ended)	6/26/2019
Linda R. Vasquez	4/2/2019
Lorie E. Diaz-Liddicoat	4/2/2019
Adam Ramirez	7/31/2019
Gloria Evans	6/27/2019

**Accomplishments and Comments**

The Commission has a number of defined responsibilities as stated in the Civil Service Rules and Regulations. The Commission continues to adopt, amend and repeal rules for the Civil Service Commission, advises the City Manager on problems concerning personnel administration, were available to hear appeals of dismissals, demotions, or reductions by any person in competitive service, investigated complaints or concerns affecting the administration of the system and provided an annual report.

Over the past year, the Commission reviewed and monitored numerous employee eligibility lists for diversity and ranking. Additionally, the Commission reviewed and adopted each department's annual report that outlines the department's progress in reaching equal employment goals.

The Commission did not make any rule changes during the 2019 calendar year.

The Commission continues to schedule and hold employee Appeals on an "as needed" basis. During 2019 one appeal was filed.

**Goals:**

The Commission would like to focus on two goals in 2020. First, the Commission will work with the Human Resources Department to continue a review of all rules and regulations as to their functionality and relevance to City practices. It is suggested that rules be reviewed and revised where necessary in 2020.

Second, the Commission will monitor each Department's progress (through annual reports) over the year regarding hiring practices, training and diversity to assure that all employees are treated according to the Civil Service Rules and Regulations. The goal is to create a diverse workforce that is reflective of the City's population.