

COUNTY OF VENTURA

# civil service commission

BOARD OF REVIEW AND APPEALS

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

**MINUTES**  
**REGULAR BUSINESS MEETING**  
**THURSDAY, September 28, 2017**  
**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 9:07 a.m.
- II. **ROLL CALL** – Commissioners present: Chair Lazar, Vice-Chair Vandenberg, Commissions Becker, Merricks and Parham. Staff present: Cheryl Shaw, Commission Assistant.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **MINUTES FOR APPROVAL** – The minutes of the Regular Business Meetings of July 27, 2017, were approved on motion by Vice-Chair Vandenberg, seconded by Commissioner Becker. The minutes of the Regular Business Meeting of August 24, 2017, were approved on motion by Commissioner Becker, seconded by Vice-Chair Vandenberg.
- V. **PUBLIC COMMENTS** – None.
- VI. **OLD BUSINESS** – None.
- VII. **REQUEST FOR HEARING** – Thomas Underwood, Health Care Agency, Case #17-638-21-04.

Attorney Robert Bartosh appeared on behalf of petitioner Thomas Underwood. Thomas Temple, Assistant County Counsel, appeared on behalf of the Ventura County Health Care Agency. Mr. Temple stated that the County was not objecting to the petitioner's

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request for hearing. On motion by Commissioner Becker, seconded by Vice-Chair Vandenberg, the Commission unanimously voted that the petition filed was sufficient. After a brief discussion Chair Lazar set the matter for hearing commencing on March 20, 2018. She further assigned herself and Commissioners Merricks and Parham to the hearing panel with Commission Parham acting as panel chair. Lee Cooper was assigned as the Commission's law advisor for the hearing.

**VIII. REQUEST FOR INVESTIGATION – None.**

**IX. NEW BUSINESS - Election of Chair and Vice-Chair of the Commission pursuant to Article 3, Section 1 of the Commission's Bylaws.**

Vice-Chair Vandenberg nominated Chair Lazar to continue her position of Chair of the Commission. The nomination was seconded by Commissioner Becker. Hearing no other nominations, Chair Lazar closed the nominations. The Commission unanimously voted to elect Chair Lazar to continue as Chair of the Commission.

Chair Lazar then nominated Vice-Chair Vandenberg to continue his position as Vice-Chair of the Commission. The nomination was seconded by Commissioner Becker. Hearing no other nominations, Chair Lazar closed the nominations. The Commission unanimously voted to elect Vice-Chair Vandenberg to continue as Vice-Chair of the Commission.

**X. INFORMATIONAL - None.**

**XI. COMMISSION/STAFF COMMENTS - Ms. Shaw stated that the General Services Agency was able to locate alternate space for use by the Elections Division so that the Commission's use of the Lower Plaza Assembly Room would not be impacted. She also stated that the dates for the Commission's regular business meetings for November and December are November 16 and December 14 respectively. Vice-Chair Vandenberg indicated he may not be able to attend the Commission's November meeting.**

**XII. ADJOURNMENT – The meeting was adjourned at 9:17 a.m.**