

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, January 25, 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 9:15 a.m.
- II. **ROLL CALL** - Commissioners present: Chair Lazar, Vice-Chair Vandenberg, Commissions Merricks and Parham. Staff present: Cheryl Shaw, Commission Assistant.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **CLOSED SESSION** – Conference with legal counsel – Existing litigation (Gov. Code section 54956.9 subd. (d)(1) – Name of Case: County of Ventura v. Ventura County Civil Service Commission; Ventura County Superior Court Case No. 56-2017-00502342-CU-WM-VTA).  
  
Chair Lazar announced that the Commission would be conducting its Closed Session following Agenda Item XI.
- V. **MINUTES FOR APPROVAL** – The minutes of the Regular Business Meeting of October 26, 2017, were approved on motion by Vice-Chair Vandenberg, seconded by Commissioner Parham.
- VI. **PUBLIC COMMENTS** – None.
- VII. **OLD BUSINESS** – Request for hearing re Thomas Underwood, Health Care Agency, Case #17-638-21-04; Reassign chair and hearing panel.

MINUTES  
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Thomas Temple, Assistant County Counsel, appeared on behalf of the Ventura County Health Care Agency. Following a brief discussion, Chair Lazar assigned Vice-Chair Vandenberg to the hearing panel along with herself and Commissioner Merricks. Commissioner Merricks will act as chair of the panel with Lee Cooper as law advisor.

**VIII. REQUEST FOR HEARING** – None.

**IX. REQUEST FOR INVESTIGATION** – None.

**X. NEW BUSINESS** – None.

**XI. INFORMATIONAL** – None.

The Commission took a brief recess at 9:20 a.m. The Commission reconvened at 9:40 a.m. and was joined by Commissioner Becker and law advisor Grant Burton. The Commission proceeded into Closed Session at 9:42 a.m. and reconvened its Open Session at 10:07 a.m. with no announcements.

**XII. COMMISSION/STAFF COMMENTS** - Presentation of report to the Board of Supervisors of the Commission's activities for second fiscal quarter.

Following a brief discussion, Ms. Shaw was directed to amend the report given the discussion points received from the Commission. Ms. Shaw read the amended report into the record. Upon motion by Vice-Chair Vandenberg, seconded by Commissioner Parham, the Commission voted unanimously to direct Chair Lazar to sign the report letter and for staff to forward it to the Board of Supervisors for review during its next public meeting.

Ms. Shaw reminded the Commissioners to complete their Statement of Economic Interest Form 700 by the deadline of April 2, 2018. The form can be completed and submitted on-line.

**XIII. ADJOURNMENT** - The meeting was adjourned at 10:28 a.m.