



Employee Relations Commission

The Employee Relations Committee is comprised of members of the Civil Service Commission that meets on the second and fourth Mondays of each month at 6:00 p.m. in Council Chambers and on other Mondays as required. All meetings are open to the public except for those portions related to personnel issues that under law may be considered in closed session. Those who wish to speak on any matter on the agenda are asked to complete a "Speaker Information" card (available at the meeting) and relay it to the staff before leaving the meeting.

Staff reports are available for review at the Human Resources office, Civic Center Library, and the City Clerk's Office. Direct any other questions or concerns to Civil Service Manager at 310.618.2967. Agendas are posted on the City of Torrance Home Page www.TorranceCA.Gov

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please call 310.618.2967. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-104 ADA Title II]

HOURS OF OPERATION
Monday through Friday from 7:30 a.m. to 5:30 p.m.
Offices are closed alternate Fridays.

TORRANCE EMPLOYEE RELATIONS COMMITTEE (CIVIL SERVICE COMMISSION) MONDAY, AUGUST 8, 2016 (Meeting will be held in conjunction with the Civil Service Commission meeting, but not before 6:00 p.m.)

CITY COUNCIL CHAMBERS – CITY HALL
3031 TORRANCE BOULEVARD
TORRANCE, CALIFORNIA 90503

A G E N D A

1. **CALL TO ORDER**
ROLL CALL/MOTION FOR EXCUSED ABSENCE
2. **REPORT FROM STAFF ON POSTING OF AGENDA**
3. **ORAL COMMUNICATIONS #1 (Limited to a 30 minute period)**
Comments on this portion of the agenda are limited to items not on the agenda and to no longer than three (3) minutes per speaker. Under the provisions of the Brown Act, the Commission is prohibited from taking action or engaging in discussion on any item not appearing on the posted agenda.
4. **CONSENT CALENDAR**
 - 4A. Approve Minutes: April 27, 2015
(Minutes provided to Commission members only, copies available in the Personnel Building)
 - 4B. Approve Minutes: May 11, 2015
(Minutes provided to Commission members only, copies available in the Personnel Building)
 - 4C. Approve Minutes: June 17, 2015
(Minutes provided to Commission members only, copies available in the Personnel Building)
 - 4D. Approve Minutes: August 10, 2015
(Minutes provided to Commission members only, copies available in the Personnel Building)
 - 4E. Approve Minutes: December 21, 2015
(Minutes provided to Commission members only, copies available in the Personnel Building)
5. **ADMINISTRATIVE MATTERS**
 - 5A. Determine Unit for the New Classification of License Supervisor
6. **ORAL COMMUNICATIONS #2**
Comments on this portion of the agenda are limited to items not on the agenda and to no longer than three (3) minutes per speaker. Under the provisions of the Brown Act, the Commission is prohibited from taking action or engaging in discussion on any item not appearing on the posted agenda.
7. **ADJOURNMENT**

ROLL CALL: Lewis, Sheikh, Shwartz