



**CITY OF COCONUT CREEK
CIVIL SERVICE BOARD MINUTES**

**Government Center
4800 West Copans Road
Coconut Creek, FL 33063**

**Date: December 7, 2021
Time: 2:00 p.m.
Meeting No. 2021-1207**

1. CALL TO ORDER

The meeting was called to order by Interim City Clerk Marianne Bowers at 2:00 p.m.

2. PRESENT UPON ROLL CALL

Nik Anderson
Cindy Brief
Doreen Chamberlain
Valencia Massey
Nafisa (Aliea) Seeram, Alternate
Steven Valentine, Alternate

Also present: Deputy City Attorney Kathy Mehaffey, Interim City Clerk Marianne Bowers, and Special Counsel/Board Attorney Leslie Langbein

ABSENT:

Nikki-Ann Thomson-Parkinson

Interim City Clerk Bowers noted that the meeting was being conducted live with a quorum physically present, and explained that, in light of the pandemic, accommodations were made to allow the public to provide advanced comments without the need to attend the meeting. Board Attorney Leslie Langbein explained the procedures for public participation and comment for the meeting.

Interim City Clerk Bowers stated there were no advanced public comments received for the meeting.

3. INTRODUCTION OF BOARD MEMBERS AND STAFF

Deputy City Attorney Kathy Mehaffey introduced the staff present. The Board Members introduced themselves briefly.

4. OATH OF OFFICE

The Oath of Office was administered by Interim City Clerk Bowers.

5. REVIEW OF TASKS AND DUTIES OF CIVIL SERVICE BOARD

Deputy City Attorney Mehaffey reviewed the tasks and duties of the Civil Service Board, including hearing appeals from employees who have been disciplined or terminated by

the City.

Board Attorney Langbein discussed her background and role, then explained the specific procedures for the Quasi-Judicial hearings to be conducted by the Board, as well as a brief discussion on the application of Florida's Sunshine Law and the Public Records Act. She outlined the Board's protocols and the ability of the Board to dictate those protocols.

6. ESTABLISHMENT OF MEETING SCHEDULE

Interim City Clerk Bowers stated the next meeting of the Board was scheduled for Monday, December 13, 2021, at 9 a.m. She explained thereafter, the Board would meet as needed, should additional meetings be required.

7. ELECTION OF CHAIR AND VICE CHAIR

Deputy City Attorney Mehaffey called for nominations for the position of Board Chairperson.

MOTION: Massey/Anderson – To name Valencia Massey as Board Chairperson.

With no further nominations, Ms. Massey was seated as Board Chairperson.


Chair Massey called for nominations for the position of Board Vice Chairperson.

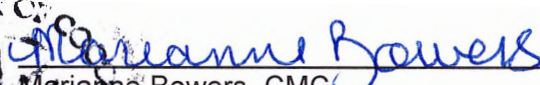
MOTION: Brief/Anderson – To name Cindy Brief as Vice Chairperson.

With no further nominations, Ms. Brief was seated as Board Vice Chairperson.

8. ADJOURNMENT

The meeting was adjourned at 2:14 p.m.




Marianne Bowers, CMC
Interim City Clerk

12/13/21
Date