

SUMMARY OF PROCEEDINGS

CIVIL SERVICE COMMISSION – COUNTY OF KERN 1115 Truxtun Avenue Bakersfield, California 93301

Regular Meeting
Monday, April 8, 2019
5:30 p.m.

PRESENT: Commissioners Holt, Rose, and Price

ABSENT: Commissioners Agbalog and Burrow

OTHERS: Devin Brown, Michael Goulart, Maria Murbach, Keri Pharris, Brian Van Wyk, and others.

NOTE: Ag, Bu, Ho, Pri, and Ro are abbreviations for Commissioners Agbalog, Burrow, Holt, Price, and Rose. For example, Bu/Pri denotes Commissioner Burrow made the motion and Commissioner Price seconded the motion. The abbreviations “ab” means absent and “abd” abstained.

COMMISSIONER ACTION IS SHOWN IN CAPS AFTER EACH ITEM

President Price called the meeting to order at 5:31 p.m.

PUBLIC SESSION

1. **Public Presentations**
None

*CONSENT AGENDA

- *2. **Approval of Minutes**
Regular Meeting on March 11, 2019; Special meeting on March 14, 2019; NO PUBLIC COMMENT; **APPROVED**; *Ro/Ho – 3 ayes/2 ab (Ag, Bu)*
- *3. **Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. NO PUBLIC COMMENT; **APPROVED**; *Ro/Ho – 3 ayes/2 ab (Ag, Bu)*

- 7513) Sheriff's Aide – Shift
- 7514) Liability Claims adjuster-DP-Risk Management/County Counsel
- 7515) Road Superintendent-Department Promotional-Public Works
- 7516) Office Services Technician
- 7517) Technology Services Supervisor
- 7518) Tree Trimmer II
- 7519) Fire Captain
- 7520) Fiscal Support Specialist-DP-Assessor/Recorder
- 7521) Auditor-Appraiser I
- 7522) Area Park Supervisor-DP-General Services
- 7523) Office Services Assistant Bilingual
- 7524) Maintenance Worker I/II-DP-Sheriff
- 7525) Administrative Coordinator

- 7526) Departmental Aide-Part-Time-Shift
- 7527) Fiscal Support Supervisor
- 7528) Behavioral Health Program Supervisor-Department Promotional-BHRS
- 7529) Animal Control Officer
- 7530) Veterans Service Representative I
- 7531) Supervising Deputy Coroner-DP-Sheriff
- 7532) Senior Systems Analyst
- 7533) Engineering Manager-DP-Public Works
- 7534) Geographic Informational Systems (GIS) Technician I/II
- 7535) Senior Workforce Development analyst
- 7536) Fiscal Support Technician-Mojave

4. **Revised Specification(s):** The following job specification(s) have been revised and approved by the Chief Human Resources Officer and are submitted for the Commission's review in accordance with Civil Service Rule 204.21; **REVIEWED, RECEIVED, AND FILED**

- a) Chief District Attorney's Investigator, Item No. 4366; *Ho/Ro – 3 ayes/2 ab (Ag, Bu)*
- b) Staff Development Specialist and Supervising Staff Development Specialist, Items No. 1299, and No. 1297; *Ho/Ro – 3 ayes/2 ab (Ag, Bu)*
- c) Nurse Practitioner, Item No. 1513; *Ro/Ho – 3 ayes/2 ab (Ag, Bu)*

Devin Brown, Chief Human Resources Officer, provided a brief overview. No Public Comment.

5. **BUDGET;** Commission Secretary to present Civil Service Commission Recommended Budget; **ADOPTED RECOMMENDED BUDGET AND AUTHORIZED THE SECRETARY TO SUBMIT TO THE HUMAN RESOURCES DIVISION;** *Ro/Ho - 3 ayes/2 ab (Ag, Bu)*

Maria Murbach, Commission Secretary, provided a brief overview. No public Comment.

6. **Commission Secretary Monthly Report**

Mrs. Murbach reported that she attended HRD's LinkedIn Learning training session. It was interesting she is looking forward to trying out the courses offered in the LinkedIn Learning feature.

On April 1, 2018, Commission Secretary and Brian Van Wyk, Commission's legal counsel, met with Chief Human Resources Officer, Devin Brown and Chief Deputy Human Resources Officers Keri Pharris and Eric Nisbett and Kendra Graham, Chief Deputy County Counsel and discussed upcoming specification revisions. HRD is still working on the respectful workplace policy and will be meeting with the union associations to finalize the policy. They also discussed the proposed revisions for CS Rule 500, which pertain to Eligible Lists. The proposed revisions for this rule are on hold because SEIU representatives had previously requested to meet and confer on the proposed revisions but they were not able to meet due to conflicts with their schedule. Devin is waiting to hear back from SEIU.

Mrs. Murbach informed the Commission that Senate Bill 1421 took effect on January 1, 2019. This bill reclassifies certain peace officer personnel records held by the Commission office as

public records. This will allow members of the public to obtain certain peace officer personnel records that were previously available only through the Pitchess procedure by making a request under the California Public Records Act (CPRA). During the past month, the Commission Secretary has been busy reviewing and locating records held in the Commission office that meet the SB 1421 criteria. Commission Legal Counsel is available to answer any legal questions the Commission may have on this topic.

Commissioner Rose asked if this would negate the Pitchess motion. Brian Van Wyk, Deputy County Counsel, explained that there would not be a Pitchess motion required to discover any materials that have been classified by this law as public records.

7. Human Resources Division Items/Report:

Mr. Brown reported that HRD rolled out the LinkedIn Learning Program, a personal learning cloud platform, to some County employees. It has many courses where employees may learn management, soft, and technical skills.

8. Commission Member Presentations or Announcements:

None

9. Adjourn to Closed Session: at 5:52 p.m., the Commission adjourned to closed session to consider the appointment, employment, evaluation of performance, discipline, or dismissal of public employees and/or to hear complaints or charges brought against employees by another person or employee.

CLOSED SESSION (Government Code § 54957)

10. PUBLIC EMPLOYMENT – Evidentiary Hearing Request
Social Service Supervisor (Human Services) – Case No. 2019-0003; **HEARING DATES SET FOR MAY 6, 16, AND 20, 2019.**
11. Reconvened from Closed Session. President Price adjourned the meeting at 6:02 p.m. to the next regular meeting to be held on Monday, May 13, 2019 at 5:30 p.m.