

SUMMARY OF PROCEEDINGS

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

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

PRESENT: Commissioners Burrow, Holt, Price, and Rose

ABSENT: Commissioner Agbalog

OTHERS: Bryan Alba, Devin Brown, Michael Goulart, Maria Murbach, Brian Van Wyk, Brenda Villanueva, 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 5:30

PUBLIC SESSION

1. **Public Presentations**
None

***CONSENT AGENDA**

- *2. **Approval of Minutes**
Regular Meeting on June 10, 2019; NO PUBLIC COMMENT; **APPROVED**; Ro/Ho – 4 ayes/1 ab (Ag)
- *3. **Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. NO PUBLIC COMMENT; **APPROVED**; Ro/Ho – 4 ayes/1 ab (Ag)

7601) Public Works Maintenance Supervisor
7602) Legal Secretary
7603) Departmental Public Information Officer
7604) Senior Behavioral Credentialing Specialist
7605) Planner I
7606) Senior Behavioral Credentialing Specialist
7607) Graphic Artist
7608) Group Counselor I
7609) Cook I/II-Taft
7610) Office Services Specialist – DP
7611) DPO 1
7612) Building Services Worker I
7613) Park Ranger I

- 7614) Programmer II
- 7615) Fiscal and Policy Analyst I/II/III
- 7616) Senior Public Health Epidemiologist
- 7617) Public Health Epidemiologist
- 7618) Senior Office Services Specialist
- 7619) Building Inspector
- 7620) Fire Equipment Service Worker
- 7621) Physical therapist – California Children's Services

4. **Abolish Eligible List(s);** Abolishment of the following eligible list(s) is recommended by the Chief Human Resources Officer and by the affected Department Head; **APPROVED; Ro/Bu – 4 ayes/1 ab (Ag)**

- Behavioral Unit Supervisor I/II, Exam No. 7266 and 7379

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

5. **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; Ro/Ho – 4 ayes/1 ab (Ag)**

- Child Support Specialist I/II, Senior Child Support Specialist, and Supervising Child Support Specialist, Items No. 1295, 1294, 1287, and 1286

Devin Brown, Chief Human Resources Officer, informed the Commission that Item identified, as 1295 is actually 1288, he wanted to make sure it was entered into the record correctly. It was a typographical error by HR and they supplied the job specification with the correct number to the Commission Secretary prior to the meeting. He provided a brief overview. No Public Comment.

6. **CS Rule 1800 Staff Report**

Brian Van Wyk, Commission's legal counsel, stated that his report include some of what he and Commission Secretary have been working on a staff level to address the Commission's concerns in regards to the status of CS Rule 1800 cases and whether HR has been meeting the timelines set forth in the rule.

On Monday July 1, 2019, he and Mrs. Murbach met with HR staff as part of their monthly meeting, they have been having these meetings for some time and they have been productive. During these meetings, HR has provided them with detailed information about each of the ongoing cases. They include information such as what the expected timelines look like, and where each case stands with the timelines set forth in CS Rule 1800. Without getting into specifics of any particular case, Mr. Van Wyk reported that HR currently does not have any case investigations, other than one that the Commission is aware of, which are currently extending beyond the date which their findings would be due as indicated on the documents they have provided. Something that they have related is that some cases do present some special concerns and that sometimes

the investigations do take longer. Something, by way of example, might be that a case is contracted out to an outside investigator to look into it, and those investigators, in their expertise, determine that they need more time. Mr. Van Wyk informed the Commission that HR does appear to be meeting their timelines and asked if there were any questions.

President Price thanked Mr. Van Wyk for his report.

7. Commission Secretary Monthly Report

Mrs. Murbach did not have anything to report.

President Price stated that he attended a meeting recently to consider a possible workshop to discuss proposed changes to County policy and its relationship to Civil Service Rule 1800. The Commission Secretary was directed to put a list together of people who might have some concerns and he asked Mrs. Murbach if the list was completed. Mrs. Murbach stated she was currently gathering names and compiling the list but nothing was scheduled yet.

President Price explained that the meeting he referred to was attended by himself, Vice President Agbalog, HR, and Counsel, no quorum was present.

8. Human Resources Division Items/Report:

Mr. Brown reported on activities of County staff over the last weekend. Kern County experienced two earthquakes. Our County, in partnership with the City of Ridgecrest, activated its Emergency Operations Center on both dates for both events and responded with fire personnel. Safety personnel from the Sheriff's Office, as well as a variety of County service personnel from Public Works, Public Health, and Behavioral Health. It was a group effort from our County staff and leadership and he wanted to take this opportunity to thank everyone for all their work, especially over the holiday weekend. Our County was very well prepared, well-staffed, and responded immediately to Ridgecrest.

9. Commission Member Presentations or Announcements:

Commissioner Rose mentioned that she watched the CNN coverage of the live coverage of the Ridgecrest earthquake conference and thanked staff for their hard work and dedication.

- 10. Adjourn to Closed Session:** at 5:47 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)

- 11. PUBLIC EMPLOYMENT – Discipline/Dismissal/Release**
Sheriff's Lieutenant (Sheriff's Office) – Case No. 2019-0007; **DATES SET FOR NOVEMBER 4, 5, 18, 19, AND 21, 2019.**

12. PUBLIC EMPLOYMENT – CS RULE 1800 Appeal Request Status Conference
DISTRICT ATTORNEY (3 Cases; District Attorney's Office); **MATTER TO BE PLACED ON
AUGUST 12, 2019 CSC AGENDA.**
13. Reconvene from Closed Session. President Price adjourned the meeting at 6:07 p.m. to the
next Regular Meeting to be held on Monday, August 12, 2019 at 5:30 p.m.