

SUMMARY OF PROCEEDINGS

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

Regular Meeting
Monday, September 10, 2018
5:30 p.m.

PRESENT: Commissioners Burrow, Price, and Rose

ABSENT: Commissioner Agbalog

OTHERS: Brittany Bonilla, Devin Brown, Maria Murbach, Keri Pharris, Margo Raison, Mary Stewart, Kimberlyn Stillwell, and others.

NOTE: Ag, Bu, Pri, and Ro are abbreviations for Commissioners Agbalog, Burrow, 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 5:36 p.m.

PUBLIC SESSION

1. **Public Presentations**
None

***CONSENT AGENDA**

- *2. **Approval of Minutes**
Regular Meeting on August 13, 2018; NO PUBLIC COMMENT; **APPROVED**; Ro/Bu – 3 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/Bu – 3 ayes/1 ab (Ag)

- 7304) Office Services Assistant – Bilingual – Ridgecrest
- 7305) Deputy County Counsel I/II/III/IV/V
- 7306) Juvenile Corrections Officer III – Department Promotional – Probation Department
- 7307) Supervising Sheriff's Report Technician – Shift
- 7308) Program Coordinator-Department Promotional
- 7309) Utility Worker
- 7310) Program Specialist I – Department Promotional – Public Health
- 7311) Sheriff's Detentions Deputy Trainee
- 7312) Senior Human Resources Manager
- 7313) Program Technician – Department Promotional – Public Health
- 7314) Retirement Services Representative
- 7315) Sheriff's Support Specialist
- 7316) Occupational Therapist, California Children Services, Department of Public Health

- 7317) Fire Equipment Mechanic
- 7318) Senior Deputy Sheriff-Department Promotional
- 7319) Air Quality Engineer I/II

4. **New Specification(s):** The following job specification(s) have been created 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) Public Health Program Manager, Item No. 1491; *Ro/Bu 3 ayes/1 ab(Ag)*
- b) Sheriff's Office Fleet Services Manager, Item No. 0699; *Bu/Ro 3 ayes/1 ab (Ag)*
- c) Supervising Deputy Public Administrator, Item No. 4408; *Ro/Bu 3 ayes/1 ab(Ag)*

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**

- a) Deputy Public Administrator, Item No. 4399; *Bu/Ro 3 ayes/1 ab (Ag)*
- b) Assistant Program Director, Item No. 3666; *Ro/Bu – 3 ayes/1 ab (Ag)*

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

6. **Commission Secretary Monthly Report**
None

7. **Human Resources Division Items/Report:**

Mr. Brown offered congratulations to Margo Raison on her recent appointment as County Counsel.

8. **Commission Member Presentations or Announcements:**

Commissioner Rose shared that she recently learned about a program called Rescue Readers, which is currently used across the country at various animal shelters. The program trains students and volunteers to read to the shelter animals and she wondered if Kern County had a similar program to Rescue Readers. Mr. Brown stated he did not know if the Animal Services Department has such a program but he would relay the information to the Animal Services Department Director, Nick Cullen.

Commissioner Burrow asked the Commission Secretary on the status of a new commissioner appointment from District 5. Mrs. Murbach stated that she had not received any update from Supervisor Perez's office. Commissioner Burrow directed the Secretary to contact the District 5 office to get an update and Commissioner Rose reminded everyone that it has been one year since the Commissioner vacancy became available.

9. **Adjourn to Closed Session:** at 5:57 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– Reinstatement to the Re-employment List
Program Specialist (Employers' Training Resource) – Case No. 2018-0010; **DENIED**; *Ro/Bu – 3 ayes/1 ab (Ag)*
11. PUBLIC EMPLOYMENT – Reinstatement to the Re-employment List
Social Service Worker (Human Services) – Case No. 2018-0012; **DENIED**; *Ro/Bu – 3 ayes/1 ab (Ag)*
12. President Price adjourned the meeting at 6:11 p.m. to the next Regular Meeting to be held on Monday October 8, 2018 at 5:30 p.m.