

SUMMARY OF PROCEEDINGS

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

Regular Meeting
Monday, May 8, 2017
 5:30pm

PRESENT: Commissioners Burrow, Price, Prince, and Rose

ABSENT: Agbalog

OTHERS: Devin Brown, Tracey Eldridge, Michael Goulart, Maria Murbach, Margo Raison, Rob Seibly, Brian Van Wyk, Brenda Villanueva, and others.

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

COMMISSIONER ACTION IS SHOWN IN CAPS AFTER EACH ITEM

President Burrow called the meeting to order at 5:30 p.m.

PUBLIC SESSION

1. **Public Presentations**
 NONE

*2. **Approval of Minutes**
 Regular Meeting on April 10, and Special Meeting on April 27, 2017; NO PUBLIC COMMENT;
APPROVED; Ro/Pr – 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/Pr – 4 ayes/1 ab (Ag)

- 6907) Health Education Assistant I-CWP
- 6908) Deputy Public Administrator-CWP
- 6909) Office Service Specialist-Bilingual-Shafter
- 6910) Departmental Analyst I/II-CWP
- 6911) Planner I/II
- 6912) Animal Control Officer
- 6913) Job Developer-Ridgecrest-CWP
- 6914) Human Services Technician I-Shift-Bilingual
- 6915) Human Services Technician I-Shift-Bilingual East
- 6916) Legal Secretary-Bilingual CWP
- 6917) Departmental Aide-Part-Time-Shift-Lake Isabella
- 6918) Cook II-Part-Time-Lake Isabella
- 6919) Departmental Aide-Part-Time-Boron

6920) Departmental Aide-Part-Time-Shift
6921) Juvenile Corrections Facility Maintenance Worker-DP-Probation
6922) Mental Health Recovery Specialist I/II/III
6923) Mental Health Recovery Specialist I-CWP
6924) Senior Office Services Specialist-DP-Assessor-Recorder
6925) Help Desk Technician II-CWP
6926) Investigative Aide-District Attorney-CWP
6927) Chief Deputy Sheriff-DP-Sheriff
WE2017-01) Post Entry Level Law Enforcement Test Battery (PelletB) Written Examination
Continuous Testing

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; DEVIN BROWN HEARD; **REVIEWED, RECEIVED, AND FILED**; *Ro/Pr – 4 ayes/1 ab (Ag)*

- Senior Human Resources Manager, Item No. 0646

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; DEVIN BROWN HEARD; **REVIEWED, RECEIVED, AND FILED**; *Pri/Pr – 4 ayes/1 ab (Ag)*

- Veterans Service Representative I/II, Items No. 0891 and 0890

Devin Brown, Chief Human Resources Officer, provided a brief overview. No public comment.

6. Second Reading of Amendment to Rule 1000 of the Civil Service Commission; DEVIN BROWN HEARD; **WAIVED READING; APPROVED & ADOPTED**; *Ro/Pri – 4 ayes/1 ab (Ag)*

Devin Brown, Chief Human Resources Officer, provided a brief overview. No public comment.

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

Mr. Brown reported the Human Resources Division (HRD) has been able to meet its anticipated budget guideline for FY 2017-18. HRD continues to build relationship with LinkedIn and rebrand the county as an employer of choice. HRD is looking to expand relationship with NeoGov, the applicant tracking system. They have developed their product over time and HRD is hoping to enter into a contract to utilize their onboarding platform.

8. **Commission Member Presentations or Announcements:**
None

9. **Adjourn to Closed Session:** At 5:56 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 – Background Investigation Outcome
Detentions Deputy (Sheriff's) – Case No. 2017-0009; **REQUEST TO APPEAL DENIED**; *Pri/Ro*
– 4 ayes/1 ab(Ag)
11. PUBLIC EMPLOYMENT – Exam Accommodation Request
Senior Detentions Deputy-DP (Sheriff's) – Case No. 2017-0010; MARGO RAISON AND
MARK WARREN HEARD; **REQUEST DENIED** *Pri/Pr* – 4 ayes/1 ab(Ag)
12. PUBLIC EMPLOYMENT – Removal from Eligible List
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0011; **REQUEST FOR REMOVAL FROM
ELIGIBLE LIST APPROVED** *Pri/Pr* – 4 ayes/1 ab(Ag)
13. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0012; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Ro/Pri* – 4 ayes/1 ab(Ag)
14. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0013; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Pr/Pri* – 4 ayes/1 ab(Ag)
15. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0014; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Ro/Pri* – 4 ayes/1 ab(Ag)
16. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0015; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Pri/Pr* – 4 ayes/1 ab(Ag)
17. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0016; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Ro/Pri* – 4 ayes/1 ab(Ag)
18. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0017; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Pri/Pr* – 4 ayes/1 ab(Ag)
19. PUBLIC EMPLOYMENT – Removal from Eligible and Certifications Lists
Deputy Sheriff Trainee (Sheriff's) – Case No. 2017-0018; **REQUEST FOR REMOVAL FROM
ELIGIBLE AND CERTIFICATION LISTS APPROVED** *Pri/Pr* – 4 ayes/1 ab(Ag)
20. President Burrow adjourned the meeting at 7:36 p.m. to the next Regular Meeting to be held
on Monday, June 12, 2017 at 5:30 p.m.