

SUMMARY OF PROCEEDINGS

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

Regular Meeting

Monday, May 9, 2016

5:30pm

PRESENT: Commissioners Agbalog, Price, Prince, and Rose

ABSENT: Vice President Burrow

OTHERS: Bryan Alba, Devin Brown, Matt Constantine, Jeff Frapwell, Michael Goulart, Bob Lerude, Lito Morillo, Maria Murbach, Mark Nations, Keri Pharris, Margo Raison, 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 Rose called the meeting to order at 5:30 p.m.

PUBLIC SESSION

1. Public Presentations

NONE

*2. Approval of Minutes

Regular meeting, April 11, 2016. **APPROVED**; Pri/Pr – 4 ayes/1 ab

*3. Examination Schedule: The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. **APPROVED** Pri/Pr – 4 ayes/1 ab

- 6680) Building Services Worker III
- 6681) Supervising Buyer-DP-General Services
- 6682) Patient Access Services Representative III-DP-KMC
- 6683) Special Projects Manager
- 6684) Technology Services Manager-County Wide Promotional
- 6685) Mental Health Therapist I
- 6686) Public Health Epidemiologist
- 6687) Buyer I
- 6688) Program Support Supervisor-DP-Mental Health
- 6689) Medical Support Specialist-DP-KMC
- 6690) Groundskeeper III-Taft
- 6691) Groundskeeper III-Ridgecrest
- 6692) Mental Health Recovery Specialist II/III
- 6693) Human Services Technician
- 6694) Human Services Supervisor-DP-DHS

- 6695) Accountant I
- 6696) Supervising Radiologic Technologist-Shift-DP-KMC
- 6697) Orthopedic Technician I-DP-KMC
- 6698) Fiscal Support Specialist
- 6699) Departmental Public Information Officer-DP-Sheriff
- 6700) Job Developer I
- 6701) Help Desk Technician I
- 6702) Medical Support Specialist-DP-KMC
- 6703) Fire Equipment Mechanic
- 6704) Medical Social Worker II
- 6705) Healthcare Application Analyst I/II
- 6706) Program Technician-DP-Public Health

*4. **Revised Specification(s):** The following job specification(s) have been created and approved by the Employee Relations Officer and are submitted for the Commission's review in accordance with Civil Service Rule 204.21. **REVIEWED, RECEIVED, AND FILED** *Pri/Pr – 4 ayes/1 ab*

- a) Legal Process Technician I/II, Item No. 3155 and 3156
- b) Legal Secretary, Item No. 3140

5. **Proposed Agreement:** between Kern Medical Center and Civil Service Commission for handling of discipline cases pending as of the time of transfer of KMC facilities to the Kern County Hospital Authority. **APPROVED AND AUTORIZED PRESIDENT TO SIGN;** *Ag/Pr – 4 ayes/1 ab*

Mark Nations, Assistant County Counsel, addressed the commission and explained that in the process of the County transitioning its healthcare system into a hospital authority. The proposed agreement would give the Commission jurisdiction over cases involving employees of Kern Medical who are transferring into the hospital authority, sustained some kind of appealable discipline while employed by Kern Medical, but whose discipline appeal would not be heard by the Commission until they have transferred to the authority. The agreement has been reviewed as to form and it is recommended that the Commission approve and authorize the President to sign.

Margo Raison, Chief Deputy County Counsel and Lisa Hockersmith, Vice President of Human Resources at Kern Medical, were present to answer any questions about the proposed agreement. The Commission did not have any questions.

No public comment.

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

Devin Brown, Employee Relations Officer, addressed the commission and reported that the County Administrative Office presented an item to the Board of Supervisors to discuss proposed additional budget cuts that the County is expected to phase this year. Originally, there was an expectation that each County department who received a net general fund

allocation would take approximately a 2.5% reduction from last year's adjusted budget. That projected reduction has now increased to 5%. This increase will strike many County departments with net general fund allocations severely this year and it is mainly due to the oil and gas revenues decreasing. Two years ago, the price of a barrel of oil was \$99 and it is now projected to be priced at \$35 for this coming fiscal year. This is causing a significant shortfall in the general fund as well as some increased costs in the direct aid that the Department of Human Services provides to the citizens of this County. It is expected that there will be some proposed layoffs to adjust budgets to make this new cut directed by the Board. The Commission is a hearing body for any appeals of the layoff process. The Human Resources Division (HRD) is already scheduling bi-weekly displaced worker workshops. These allow those employees who are facing layoff to obtain information from America's Job Center, Employers' Training Resource Department, Health Benefits, Retirement, and a number of different entities that will provide more information to displaced workers as they face this tough time. HRD will hold the first workshop on May 27 and will continue to hold them bi-weekly through August 2016.

7. **Commission Member Presentations or Announcements:** None
8. **Adjourn to Closed Session:** At 5:50 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)

9. PUBLIC EMPLOYMENT – Personal Necessity Leave
Park Ranger (Parks) – Case No. 2016-0002; **ITEM CONTINUED TO MAY 26, 2016 SPECIAL MEETING;** *Pri/Ag – 4 ayes/1 ab*
10. PUBLIC EMPLOYMENT – Personal Necessity Leave
Social Service Worker III (Aging & Adult Services) – Case No. 2016-0006; **ITEM CONTINUED TO JUNE 13, 2016 REGULAR MEETING;** *Ro/Pri – 3 ayes/1 abd/1 ab*
11. PUBLIC EMPLOYMENT – Discipline/Dismissal/Release
Automotive Mechanic I (General Services) - Case No. 2016-0007; **ITEM CONTINUED TO JUNE 13, 2016 REGULAR MEETING;** *Pr/Ag – 3 ayes/1 nay/1 ab*
12. PUBLIC EMPLOYMENT – Removal from Eligible and Certification Lists
Office Services Technician – Exam 6348 and Office Services Technician – Bilingual – Exam 6597 Eligible Lists and Certifications 2016-01402, 2016-01363, 2015-01159, and 2015-01110 - Case No. 2016-0008; **REQUEST FOR REMOVAL FROM ELIGIBLE AND CERTIFICATION LISTS APPROVED;** *Pri/Ro – 4 ayes/1 ab*
13. President Rose adjourned the meeting at 7:02 to reconvene at Special Meeting to be held on Tuesday, May 17, 2016 at 5:00 p.m.