

SUMMARY OF PROCEEDINGS

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

Regular Meeting

Monday, June 13, 2016

5:30pm

PRESENT: Commissioners Agbalog, Burrow, Price, Prince, and Rose

ABSENT: None

OTHERS: Bryan Alba, Vicki Avila, Tracey Eldridge, Michele Gomez, Michael Goulart, Bob Lerude, Kelly Levig, Maria Murbach, Mark Nations, Linda O'Neil, Keri Pharris, Debbie Rodriguez, 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 on May 9 and Special Meetings on May 17, 19, and 26, 2016; **APPROVED**;
Ag/Bu – All ayes

*3. **Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. **APPROVED** *Ag/Bu – All ayes*

6707) Human Services Program Director-DP-DHS

6708) Sheriff's Commander-DP-Sheriff

6709) Sheriff's Lieutenant-DP-Sheriff

6710) Sheriff's Sergeant-DP-Sheriff

6711) Cardiovascular Interventional Technologist-Shift-DP-KMC

6712) Computed Tomography Technologist Trainee-Shift

6713) Office Services Assistant-EK

6714) Medical Support Technician-DP-KMC

6715) Geographic Information Systems Specialist (GIS)-DP-Planning and Natural Resources Department

6716) Clinical Supervisor-Option II-Outpatient Services-Shift-Corrections

6717) Mental Health Recovery Specialist II/III-Ridgecrest

6718) Human Services Technician I-Shift-Bilingual-East Kern

- 6719) Human Services Aide-Bilingual-Shift
- 6720) Air Conditioning Mechanic
- 6721) Office Services Assistant
- 6722) Public Works Manager
- 6723) HST-Bilingual
- 6724) Sheriff's Program Technician-DP-Sheriff
- 6725) Health Education Assistant II
- 6726) Charge Description Master System Coordinator
- 6727) Senior Office Service Specialist-DP-Mental Health

*4. **New 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. **APPROVED** Ag/Bu – All ayes

- a) Monitor Technician, Item No. 7395
- b) Clinical Nurse Leader, Item No. 7385
- c) Nursing Implementation Standards Specialist, Item No. 7390
- d) Health Plan Utilization Specialist I/II, Item No. 0476 and No. 0477
- e) Computer Forensic Specialist, Item No. 4514

5. **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. **APPROVED** Ag/Bu – All ayes

- a) Permit Specialist I/II, Item No. 2001 and 2002
- b) Fleet Services Supervisor, Item No. 5182
- c) Junior Public Health Nurse – Item No. 2000, Public Health Nurse I – Item No. 1999, Public Health Nurse II – Item No. 1998
- d) Public Health Nurse III, Item No. 1997
- e) Patient Access Services Manager, Item No. 2391
- f) Trauma Nurse Coordinator, Item No. 1546

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

Tracey Eldridge, Deputy Employee Relations Officer, addressed the Commission in Devin Brown's absence. Ms. Eldridge reported that the Human Resources Division (HRD) is celebrating the retirement of three dedicated employees:

- Judy Beggs retired on June 10, 2016 after 27 years of service to Kern County. Judy began her career with the Public Works Department and in 1990 transferred to the Personnel Department.
- Connie Rainbolt will retire on July 8, 2016 after 33 years of service to Kern County. Connie began her career in 1982 at the Auditor Controller Office. Connie later worked for County Counsel and the County Administrative Office.
- Linda O'Neil will retire this fall, after 18 years of service, and her last day with HRD will be June 24, 2016. Linda began her career with the Employee Training Resources, later

worked with the Department of Human Services, and the Development Services Agency. She transferred to the HRD in 2006.

All three have made invaluable contributions to the HRD and will be greatly missed. HRD wishes them all the best in all their future endeavors.

Ms. Eldridge reported that Katie Barnett started working with HRD last Monday. She joins HRD from the County Counsel's Office where she has served Kern County for the past 3 years.

President Rose shared that the retiring employees have served a combined total of 78 years to Kern County and thanked them for their valuable experience and service to the community.

7. Commission Member Presentations or Announcements:

Commissioner Prince thanked Linda O'Neil for her dedicated service and all of her help to the Commission which has been greatly valued.

President Rose also thanked Linda O'Neil for her dedication.

- 8. Adjourn to Closed Session:** At 5:40 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; **REQUEST FOR PERSONAL NECESSITY LEAVE DENIED**; *Pri/Pr – All ayes*
10. PUBLIC EMPLOYMENT – Personal Necessity Leave
Social Service Worker III (Aging & Adult Services) – Case No. 2016-0006; **REQUEST FOR PERSONAL NECESSITY LEAVE DENIED**; *Ag/Pri – All ayes*
11. President Rose adjourned the meeting at 6:10 p.m. The next Regular Meeting will be held on Monday, July 11, 2016 at 5:30 p.m.