

SUMMARY OF PROCEEDINGS
CIVIL SERVICE COMMISSION – COUNTY OF KERN

1115 TRUXTUN AVENUE

BAKERSFIELD, CA 93301

Regular Meeting

Monday, December 14, 2015

5:30 p.m.

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

ABSENT: None

OTHERS: Linda O'Neill, Devin Brown, Mark Nations, Peggy Mendiburu, Mike Miller, Jay Rosenlieb, Deborah Johnson, Margo Raison

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: November 9, 2015; Special meetings: October 19, 2015, October 20, 2015 and October 22, 2015. **APPROVED:** Burrow/Price – 5 ayes/0 nays

3. Examination Schedule. The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. **APPROVED;** Burrow/Price – 5 ayes/ 0 nays

6566) Social Service Worker IV

6567) Substance Abuse Specialist I/II

6568) Mental Health Recovery Specialist I/II/III

6569) Program Specialist I/II-Bilingual

6570) Warehouse Supervisor

6571) Park Ranger I

4. New Specifications. The following job specification(s) have been created and approved by the Employee Relations Officer and, there being no objection by recognized employee organizations or the affected County departments, are submitted for the Commission's review in accordance with Civil Service Rule 204.21. **APPROVED;** Prince/Agbalog-5 ayes/ 0 nays

- a) Chief Communications Officer, Item No. 0781
- b) Hospital Staff Recruiter, Item No. 0633
- c) Hospital Employee/Labor Relations Specialist, Item No. 0636
- d) Hospital Shared Services Center Supervisor, Item No. 0634
- e) Job Developer I, Item No. 0908
- f) Job Developer II, Item No. 0906

5. Revised specification(s): The following job specification(s) have been revised and approved by the Employee Relations Officer and, there being no objection by recognized employee organizations or the affected County departments, are submitted for the Commission's review in accordance with Civil Service Rule 204.21: **APPROVED**; Burrow/Price-5 ayes/0 nays

- a) Accountant I, Item No. 2349
- b) Hospital Organizational Development Manager, Item No. 6307
- a) Hospital Volunteer & Services Director, Item No. 0638

6. Reclassification: Proposal by Deborah Johnson to reclassify Administrative Coordinator to Special Projects Manager in Fire Department (Schedule 2415): **DENIED**; Burrow/Price-3 ayes/2 nays

7. Proposal by Human Resources to eliminate Civil Service Rules 800, 1100, 1800, 1900 and 2100 (second reading): Proposal to eliminate Rules 1800 and 1900 was withdrawn by Human Resources prior to consideration by the Commission. Proposal to eliminate Civil Service Rules 800, 1100 and 2100: **APPROVED**; Burrow/Agbalog-5 ayes/0 nays

8. Human Resources Division Items/Report: Devin Brown reported regarding efforts to increase security in County facilities due to recent shootings in San Bernardino. Devin Brown responded to Commissioner questions and concerns about the efforts being made by Human Resources to facilitate the work of the Civil Service Commission Secretary.

9. Commission Member Presentations or Announcements: None.

10. Adjourn to Closed Session: At 7:30 p.m., the Commission adjourned to closed session to consider the appointment, employment, evaluation of performance, discipline, or dismissal of public employees or to hear complaints or charges brought against employees by another person or employee.

11. PUBLIC EMPLOYMENT – Personal Necessity Leave
Detention deputy (Sheriff's Office) – Case 2015-0045; **DENIED**; Agbalog/Prince – 5 ayes/0 nays

12. PUBLIC EMPLOYMENT – Personal Necessity Leave
Program Technician (California Children's Services) – Case 2015-0046; **DENIED**; Agbalog/Prince – 5 ayes/0 nays

13. PERFORMANCE EVALUATION (Govt. Code 54957(b)(1)) – No reportable action taken.
14. President Rose adjourned the meeting at 9 p.m. to reconvene at Special Meeting to be held on December 22, 2015 at 1:30 p.m. (Price/Prince – 5 ayes/ 0 nays)