

SUMMARY OF PROCEEDINGS

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

Regular Meeting

Monday, January 13, 2020

5:30 p.m.

PRESENT: Commissioners Agbalog, Holt, Price, and Rose

ABSENT: Commissioner Burrow

OTHERS: Devin Brown, Valentina Chavez, Michael Goulart, Maria Murbach, Keri Pharris, Deonka Rufus, Mary Stewart, Kimberlyn Stillwell, Brian Van Wyk, and others.

NOTE: Ag, Bu, Ho, Pri, and Ro are abbreviations for Commissioners Agbalog, Burrow, Holt, 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 5:30 p.m.

PUBLIC SESSION

1. Public Presentations

None

***CONSENT AGENDA**

***2. Approval of Minutes**

Regular Meeting on December 9, 2019; NO PUBLIC COMMENT; **APPROVED**; Ag/Ho – 4 ayes/1 ab (Bu)

***3. Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. NO PUBLIC COMMENT; **APPROVED**; Ag/Ho – 4 ayes/ 1 ab (Bu)

7777) Senior Office Service Specialist-DHS-DP

7778) Office Service Technician-Shift-Rosamond/Boron

7779) Departmental Aide-PT-Shift-Shafter

7780) Fire Helicopter Pilot

7781) Deputy Sheriff-Lateral

7782) Microbiology Specialist

7783) Geographic Information Systems Specialist-DP-Public Health

7784) Microbiologist

7785) Tree Trimmer I

7786) Probation Supervisor-DP-Probation

7787) Maintenance Painter

7788) Fiscal Support Supervisor-DP-Assessor/Recorder

7789) Departmental Analyst

7790) Senior Information Systems Specialist

7791) Senior Child Support Specialist
7792) Medical Assistant II-Bilingual
7794) Behavioral Health Therapist Trainee

4. **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) Auditor-Appraiser I/II/III, Items No. 4121, 4120, and 4119; *Ag/Ro – 4 ayes/1 ab (Bu)*
b) Public Works Program Manager, Item No. 0816; *Ro/Ho – 4 ayes/1 ab (Bu)*

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

5. **Request to Establish a 12-Month Probationary Period for Auditor-Appraiser I/II/III Flexible Classification Series; APPROVE;** *Ro/Ag – 4 ayes/1 ab (Bu)*

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

6. **Election of 2020 Civil Service Commission Officers**

Motion made by Commissioner Rose, seconded by President Price, nominating Romeo Agbalog as President. **APPROVED;** *Ro/Pri – 3 ayes/1 abd (Ag)/1 ab (Bu)*

Motion made by Vice President Agbalog, seconded by Commissioner Rose, nominating Brian Holt as Vice President. **APPROVED;** *Ro/Ag – 3 ayes/1 abd (Ho)/1 ab (Bu)*

7. **Civil Service Rule 1800 Update**

Brian Van Wyk, Deputy County Counsel, reported he had reviewed the materials provided by HRD. All Civil Service Rule 1800 investigations were within the timelines except one investigation that is currently with outside counsel and the Commission is aware it is taking a bit longer to complete.

Commissioner Rose stated she is delighted to have this report and thanked Mr. Van Wyk.

8. **Commission Secretary Monthly Report**

None

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

Mr. Brown thanked HRD staff for their excellent job in keeping up with the investigations and timelines. They have seen a vast improvement in their process and ability to serve employees with timely responses. He informed the Commission that Eric Nisbett, Deputy Chief Human Resources Officer over the Employee Relations and Inclusion Team, will be attending the AWI Workplace Investigations Training and Academy and he will hopefully be certified at the end of that training. The HRD Recruitment Team will be working extra to cover the workload for two recruiters, one of whom is on maternity leave, and another person has left the office. Mr. Brown

thanked the Recruitment Team for all the work that they have done and the work that they will be doing in the next few months.

10. Commission Member Presentations or Announcements:

Commissioner Rose stated that she wanted to extend her congratulations and thanks to all staff and their Director, Nick Cullen, at the Animal Control Department, for all the improvements they have made and for transforming the Department. She was recently at their Fruitvale location and she was impressed with the many changes they have implemented.

President Price announced that the Special Meeting scheduled for Tuesday, January 14, 2020 has been canceled. The next Regular Meeting will be Monday, February 10, 2020 at 5:30 p.m.

- 11. Adjourn to Closed Session:** at 5:45 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)

12. PUBLIC EMPLOYMENT – Discipline/Dismissal/Release
Public Health Nurse I (Public Health) – Case No. 2020-0101; **NO REPORTABLE ACTION**
13. PUBLIC EMPLOYMENT – Evidentiary Hearing Request
Social Service Worker I (Aging & Adult Services) – Case No. 2020-0102; **HEARING DATES SET FOR FEBRUARY 12, 24, AND 26, 2020.**
14. PUBLIC EMPLOYMENT – Discipline/Dismissal/Release
Medical Investigator (Public Health) – Case No. 2020-0103; **NO REPORTABLE ACTION**
15. PUBLIC EMPLOYMENT – Personal Necessity Leave Request
Sheriff's Support Technician (Sheriff's Office) – Case No. 2020-0104; **REQUEST APPROVED WITHOUT FURTHER EXTENSION; Ag/Ro – 4 ayes/1 ab (Bu)**
- 15a. PUBLIC EMPLOYMENT – Discipline/Dismissal/Release
Deputy Sheriff (Sheriff's Office) – Case No. 2019-0019; **MATTER TO BE PLACED ON FEBRUARY 10, 2020 REGULAR MEETING AGENDA.**
16. PERFORMANCE EVALUATION - Consideration of the evaluation of performance of the Civil Service Commission Secretary (Govt Code § 54957(b)(1)); **NO REPORTABLE ACTION**
17. Reconvened from Closed Session. President Price adjourned the meeting at 6:50 p.m. to Special Meeting to be held on Tuesday, January 14, 2020 at 5:30 p.m.