

SUMMARY OF PROCEEDINGS

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

Regular Meeting
Monday, November 9, 2020
5:30 p.m.

THIS MEETING WAS CONDUCTED TELEPHONICALLY

PRESENT: Commissioners Agbalog, Holt, Price, and Rose

ABSENT: Commissioner Oliver

OTHERS: Devin Brown, Maria Murbach, Brian Van Wyk, Brenda Villanueva, and others.

NOTE: Ag, Ho, Ol, Pri, and Ro are abbreviations for Commissioners Agbalog, Holt, Oliver, Price, and Rose. For example, Ho/Pri denotes Commissioner Holt 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 Agbalog called the meeting to order at 5:33 p.m. and announced about Governor Newsom’s Executive Order N-29-20 issued on March 18, 2020. There were no public comments.

PUBLIC SESSION

- 1. Public Presentations**
None

***CONSENT AGENDA**

- *2. Approval of Minutes**
Regular Meeting on October 12, 2020 and Special Meeting on October 27, 2020; NO PUBLIC COMMENT; **APPROVED**; Ro/Pri – 4 ayes/1 ab (Ol)
- *3. Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures; **APPROVED**; Ro/Pri – 4 ayes/1 ab (Ol)
 - 7402) Pre-Licensed Clinical Psychologist/Clinical Psychologist I/II
 - 7753) Deputy District Attorney I/II/III/IV/V
 - 7910) Deputy Sheriff-Lateral
 - 7917) Child Support Attorney I/II/III/IV/V
 - 7919) Accountant III-CWP
 - 7920) Sheriff’s Aide-Shift
 - 7923) Automotive Mechanic I/II-Shift
 - 7928) Local Area Network Systems Administrator
 - 7929) Social Service Worker I/II-DHS-Ridgecrest
 - LT071) Fiscal Support Technician-ETR
 - LT072) Contract Administrator-Public Works

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; No public comment; **REVIEWED, RECEIVED, AND FILED;** *Ro/Ho – 4 ayes/1 ab (OI)*

- Contract Specialist, Item No. 2570

Devin Brown, Chief Human Resources Officer (CHRO), introduced Brenda Villanueva, Principal Human Resources Analyst, who provided a summary.

Commissioner Rose asked if the last revision made was back in 2007 which was the date stated on page 3 of the proposed revisions. Ms. Villanueva clarified 2007 was the date it was originally developed, and it was now being revised.

5. **Civil Service Rule 1800 Update:**

Brian Van Wyk, Deputy County Counsel, reported that he had been in contact with HR team member Mr. Nisbett who reported all CS Rule 1800 investigations are current except for the one investigation which your Commission is aware of.

Mr. Van Wyk reported the CS Rule 1800 proposed revisions had been circulated to interested parties and the plan is for the Commission's ad hoc committee to hold an open meeting for discussion once all feedback is received.

President Agbalog thanked Mr. Van Wyk for his report. No public comment.

6. **Commission Secretary Monthly Report:**

Maria Murbach, Commission Secretary, reported that she had received a couple of responses on the CS Rule 1800 proposed revisions. She stated that once all feedback is received, staff would be reporting back to the Commission at the next regular meeting.

Mrs. Murbach informed the Commission that the Commission's annual report had been submitted to the BOS as required.

President Agbalog thanked Mrs. Murbach for her report. No public comment.

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

None

8. **Commission Member Presentations or Announcements:**

Commissioner Rose publicly gave kudos to the Kern County Elections Department for their selfless work, they have done an outstanding job.

Adjourn to Closed Session: There were no closed session items scheduled for this meeting.

CLOSED SESSION (Government Code § 54957): NO CLOSED SESSION ITEMS

9. President Agbalog adjourned the meeting at 5:46 p.m. to the next Special Meeting to be held on Monday, November 23, 2020 at 4:00 p.m.