

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

Regular Meeting
Monday, April 8, 2024
5:30 p.m.

THIS MEETING WILL BE HELD IN THE BOARD OF SUPERVISORS CHAMBERS

**AMERICANS WITH DISABILITIES ACT
(Government Code Section 54953.2)**

The Board of Supervisors Chambers is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Civil Service Commission may request assistance at the Human Resources Division – County of Kern or by calling (661) 868-3910. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance, whenever possible.

All Civil Service Commission agenda item supporting documentation is available for public review at the County of Kern Human Resources Division, 1115 Truxtun Avenue First Floor, Bakersfield, CA, 93301 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday, following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the 72-hour posting period and prior to the meeting will also be available for review. This disclosure does not pertain to closed session items and/or those that are not otherwise public.

PUBLIC SESSION

1. Public Presentations

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on this agenda or wishing to place the item on the next agenda and over which the Commission has jurisdiction. Please note that no response is required from the Commission or staff and no action can be taken on non-agenda items; however, the Commission may instruct staff to place the item on the agenda for a future meeting. Speakers are limited to three minutes. Please state and spell your name for the record before making your presentation.

***CONSENT AGENDA:** All items listed with asterisk (*) are considered routine and non-controversial by Commission staff. Consent items will be considered first and may be approved by one motion if no member of the Commission or public comments were submitted for discussion. If discussion is desired, the item will be removed from the consent agenda and will be considered in listed sequence.

***2. Approval of Minutes:** Regular Meeting on *Monday, March 11, 2024, and Special Meeting on Tuesday, April 2, 2024; APPROVE*

***3. Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures; **APPROVE**

9312	Public Health Project Specialist - Bilingual
9313	Public Health Program Specialist
9314	Health Education Assistant I/II - Bilingual
9315	Air Quality Specialist I/II - Tehachapi
9316	Wildland Firefighter
9317	Victim Witness Program Supervisor
9318	Fiscal Support Specialist - DP - Sheriff
9319	Senior Office Services Specialist - DP - Probation
9320	Fire Equipment Technician
9321	Senior Human Resources Specialist-Non-Confidential
9322	Behavioral Health Recovery Specialist Aide
9323	Accountant/Senior Accountant-Department Promotional-BHRS
9324	Public Health Project Specialist
9325	Office Services Assistant - Part-Time - Shift
9326	Deputy Director of Agriculture & Measurement Standards - DP
9327	Substance Use Prevention Specialist I/II
9328	Probation Program Specialist
9329	Park Supervisor
9331	Office Services Technician - Shift – Mojave

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. **APPROVE**

a. Sheriff positions

- i. Deputy Sheriff, Item No. 4493
- ii. Deputy Sheriff Trainee, Item No. 4497
- iii. Sheriff's Detention Deputy Trainee, Item No. 4547

5. BUDGET: Commission Officer to present Civil Service Commission Recommended Budget for Fiscal Year 2024-25; **ADOPT RECOMMENDED BUDGET AND AUTHORIZE YOUR OFFICER TO SUBMIT TO THE HUMAN RESOURCES DIVISION**

6. Civil Service Rule 1800 – First Reading of Revised Amendment to Rule 1800 of the Civil Service Commission; WAIVE READING; APPROVE

7. CSR 1800 Investigations and Timelines: Counsel to the Civil Service Commission to provide report on status of Rule 1800 investigations.

8. **Commission Officer Items/Report:** Civil Service Officer to present to the Commission and to the public, information, announcements, and items pertaining to the Officer's activities.
9. **Human Resources Division Items/Report:** Chief Human Resources Officer to present to the Commission and to the public, information, announcements, and items pertaining to the Human Resources Division that are pertinent to Commission business.
10. **Commission Member Presentations or Announcements:** On their own initiative, Commission members may make a brief announcement or a brief report on their own activities (Government Code § 54954.2 (a)).

Adjourn to Closed Session: The Commission will adjourn 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. If an employee chooses to have his or her matter heard in public session, it will be heard at this time, prior to adjournment to closed session.

CLOSED SESSION (Government Code § 54957):

11. Public Employee – Discipline/Dismissal/Release
Deputy Sheriff (Sheriff's Office) – Case No. 2023-0105
12. **Reconvene from Closed Session; Adjourn to the Special Meeting to be held on Monday, April 15, 2024, at 5:00 p.m.**