President Parli called the meeting to order at 5:30 p.m.

Commissioner Burrow arrived at 5:34 p.m.

PUBLIC SESSION

1. Public Presentations

None

2. Approval of Minutes

Regular meeting of January 12, 2015 and special meeting of January 8, 13, 20, 22, and 29, 2015 APPROVED; Ag/Ro – 4 ayes/1 ab

3. First reading of proposed revisions to Rule 404.00 of the Civil Service Commission. WAIVED READING; APPROVED; Ag/Ro – 4 ayes/1 ab

4. Examination Schedule: The following examinations have been scheduled in accordance with Civil Service Rules and established procedures. APPROVED; Ag/Ro – 4 ayes/1 ab

6289) Medical Social Worker I/II
6290) Waste Management Aide I/II/III
6291) Waste Management Technician I/II
6292) Fire Dispatcher I/II-Shift
6293) Program Support Supervisor
6294) Clinical Laboratory Scientist I/II-Shift
6295) Special Projects Manager
6296) Administrative Analyst I/II
6297) Group Counselor I/II
6298) Social Service Worker I/II
6299) Sheriff’s Program Technician-DP-Sheriff
6300) Office Services Specialist
6301) Trauma Registrar II
6302) Victim/Witness Services Specialist I/II
6303) Environmental Health Specialist-In Training I/II/III
6304) Accountant I/II
6305) Medical Staff Services Coordinator
6306) Fire Helicopter Pilot
6307) Patient Access Services Representative III-DP-KMC
6308) Respiratory Therapist IV-Shift
6310) Senior Information Systems Specialist

5. **Revised Specification(s):** The following job specification(s) have been revised in accordance with Civil Service Rules and established procedures. **APPROVED:**
   Ag/Ro – 4 ayes/1 ab
   
   a) Deputy Clerk of the Board I, Item No. 3062
   b) Deputy Clerk of the Board II, Item No. 3061
   c) Human Services Resource Family Coordinator (*formerly, Human Services Foster Parent Coordinator*), Item No. 3737

6. **Reclassification(s):** The following reclassification recommendations are based upon analysis conducted by the Personnel Department in accordance with Civil Service Rules and established procedures. **APPROVED:** Ro/Ag – All ayes

   a) **Schedule 5120 – DEPARTMENT OF HUMAN SERVICES**

   **RECLASSIFY**

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   **TO**

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b) **Schedule 5120 – DEPARTMENT OF HUMAN SERVICES**

**RECLASSIFY**

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7. **Commission Compensation for Listening to Taped Appeal Hearings**

Ms. Krebs informed the Commission she had surveyed Commissions similar to Kern County. Two of these counties allow their Commissioners to listen to tapes or read transcripts when absent. **PERSONNEL DIRECTOR DIRECTED TO WORK WITH COUNTY COUNSEL TO REVISE ORDIANCE.**

8. **Director of Personnel Items/Report of Closed Session Actions:**

- There were 11 items heard in Closed Session during the Regular Meeting held on January 12th, 2015. The reportable actions taken on those items are listed in the public minutes of that meeting.

- We recently provided the County Administrative Office with the status of our operating budget mid-year. Ms. Krebs was happy to report we are on schedule to meet our FY 2014/2015 budget even after we had to just recently take a 1% reduction in our spending appropriations for this current year. The 1% equated to $25,173 and was needed due to an increase in pension costs, lower market prices for oil, and staffing of the new jail facility in three years. She stated she would like to thank our Civil Service Division Manager, Karen Kitchen, who keeps a close eye on our revenue and expenditures, and is already working on our budget for next year. For the fiscal year 2015-2016 budget, our department will be required to reduce our expenditures by another 1.4% which will be an additional $33,850 in spending appropriations.

9. **Commission Member Presentations or Announcements:** None

10. **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: **Ro/Ag - All ayes**
CLOSED SESSION (Government Code § 54957)

11. PUBLIC EMPLOYMENT – Discipline/Dismissal/Release
   Deputy Sheriff (Sheriff) - Case No. 2014-0064; ITEM CONTINUED TO MAY 11, 2015
   REGULAR CSC MEETING; APPROVED; Pa/Ro – All ayes

12. PUBLIC EMPLOYMENT – Personal Necessity Leave
   Sheriff’s Aide (Sheriff) – Case No. 2015-0006; REQUEST FOR PERSONAL
   NECESSITY LEAVE DENIED; Ag/Bu – 4 ayes/1 nay

13. PUBLIC EMPLOYMENT – Personal Necessity Leave
   Detention Deputy (Sheriff) – Case No. 2015-0012; REQUEST FOR PERSONAL
   NECESSITY LEAVE DENIED; Ro/Ag – All ayes

14. PUBLIC EMPLOYMENT – Personal Necessity Leave
   Detention Deputy (Sheriff) – Case No. 2015-0013
   No action – item was pulled at the department’s request.

15. PUBLIC EMPLOYMENT – Personal Necessity Leave
   Program Technician (Public Health) – Case No. 2015-0014; REQUEST FOR
   PERSONAL NECESSITY LEAVE APPROVED THROUGH MARCH 30, 2015 WITH
   NO FURTHER EXTENSIONS; Ag/Ro – 3 ayes/2 nays

16. PUBLIC EMPLOYMENT – Personal Necessity Leave
   Social Service Worker (Human Services) – Case No. 2015-0009 REQUEST FOR
   PERSONAL NECESSITY LEAVE APPROVED THROUGH FEBRUARY 24, 2014
   WITH NO FURTHER EXTENSIONS; Ag/Pr – 4 ayes/1 nay

17. PUBLIC EMPLOYMENT – Personal Necessity Leave
   Social Service Worker V (Human Services) – Case No. 2015-0011; REQUEST FOR
   PERSONAL NECESSITY LEAVE DENIED; Ag/Ro – All ayes

18. PUBLIC EMPLOYMENT – Ban from Applying for County Employment
   (Personnel) – Case No. 2015-0015; REQUEST TO BAN FROM APPLYING FOR
   COUNTY EMPLOYMENT APPROVED; Ag/Ro – All ayes

19. Consultation with the Sheriff (Government Code section 54957a); NO REPORTABLE
   ACTION – TO BE PLACED ON MARCH 9, 2015 FOR DISCUSSION

20. Commission adjourned the meeting at 6:50 p.m. to reconvene at Special Meeting
    held Thursday, September 18, 2014, at 5:00 p.m. Ro/Ab – All Ayes