

Civil Service Commission

Regular Session Meeting

Wednesday February 23, 2022

1055 Monterey St., Room D-271, San Luis Obispo, CA 93408



MEMBERS OF THE COMMISSION
President: Jeannie Nix
Vice President: Jed Nicholson
Robert Bergman
Erica Flores Baltodano

Present: President Nix
Commissioner Bergman
Commissioner Flores-Baltodano

Staff: Commission Secretary Tami Douglas-Schatz
Commission Clerk Mike Milby

County

Counsel: Jon Ansolabehere

Outside

Counsel: Steve Simas

1. Call to Order/Flag Salute/Roll Call

President Nix called the meeting to order at 9:00 a.m. and led the flag salute. Roll was called. Vice President Nicholson was absent.

2. Election of Officers

Commissioner Bergman recommended/motioned to leave the Status Quo (President: Jeannie Nix; Vice President: Jed Nicholson) if that works. Commissioner Baltodano seconded the motion, motion passed 3-0-1.

3. Public Comment Period

Members of the public wishing to address the Civil Service Commission on matters other than those scheduled below may do so when recognized by the President. Presentations are limited to three minutes per individual. There were no public comments.

4. Lifting of Mask Mandate and approach to in person meetings

After much discussion, it was agreed to move this item to the March 2022 Meeting.

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5. Minutes

The following draft minutes are submitted for approval:

a. December 15, 2021

The minutes for December 15, 2021 were considered. Commissioner Baltodano motioned to accept the minutes as is. Commissioner Bergman seconded the motion, motion carried 3-0-1.

b. January 26, 2022

The minutes for January 26, 2022 were considered. Commissioner Baltodano made a motion to accept the minutes. Commissioner Bergman seconded the motion, motion carried 3-0-1.

6. Request to Approve New Job Specification(s):

a. Environmental Health Technician

Teresa McCarthy-White introduced Public Health Officer Penny Borenstein and Liz Pozzebon, Division Manager, Environmental Health. It was recommended to approve the Environmental Health Technician Job Specification and the Revised Job Specification of Environmental Health Specialist Aide I/II/III. Commissioner Baltodano recommended for clarification to add on page 6a.006, line 73, after: This shall include "Stand alone or a combination of:". President Nix asked for public comments. No public comments were made. Commissioner Bergman made a motion to approve as amended, Commissioner Baltodano seconded the motion, motion passed 3-0-1.

7. Request to Approve Revised Job Specification(s):

a. Environmental Health Specialist Aide I/II/III

Commissioner Nix asked about page 7a.004 under "Ability to:" regarding the proper use and handling of hazardous materials and equipment. It was agreed to add a bullet point to that section to clarify the ability to operate equipment safely and properly in the field. President Nix later asked for public comments. No public comments were made. Commissioner Baltodano made a motion to approve as amended, Commissioner Bergman seconded the motion, motion carried 3-0-1.

b. Property Manager

Human Resources Analyst Lynsey Bond introduced Human Resources Analyst Lacey Chagolla, Director of Airports Courtney Johnson, and Director of Central Services Chris Lopez. It was

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recommended to approve the Revised Job Specification of Property Manager. After discussion, Commissioner Bergman made a motion to approve as amended, Commissioner Baltodano seconded the motion, motion carried 3-0-1.

c. Regional Librarian

Human Resources Analyst Stephanie Nute introduced Director of Libraries Chris Barnickel, Deputy Director Aracelli Astorga, and Administrative Service Officer Carol Hill. It was recommended to approve the Revised Job Specification of Regional Librarian. Commissioner Baltodano and President Nix recommended grammatical and clarification changes. President Nix asked for public comment. No comments were made. Commissioner Baltodano made a motion to approve this Job Specification as amended, Commissioner Bergman seconded the motion. Motion passed 3-0-1.

8. CSC Rules Changes

President Nix welcomed Human Resources Principal Analyst Mark McKibben and Human Resources Analyst Michael Hobbs. Michael Hobbs recommended adopting the eight (8) Civil Service Commission Rules Changes as proposed. President Nix asked for public comment. No public comments were made. Commissioner Baltodano moved to adopt the changes set forth, Commissioner Bergman seconded the motion. Motion passed 3-0-1.

9. Reports

Commission President – None.

Commission Counsel – Counsel is still working on mediation dates with Mediator.

Commission Outside Counsel – None.

Commission Secretary – Commission Secretary Tami Douglas-Schatz reported that she is hopeful that District 2 will soon have an appointment and would like to agendize the “State of the Workforce” presentation after that Commissioner is appointed. Mark McKibben spoke about upcoming Closed Session Hearings and dates. County Counsel Jon Ansolabehere discussed having court reporters for Closed Session Hearings. President Nix spoke on the need to have orders set for Closed Session parties. President Nix also spoke about having more than one Closed Session per month if necessary.

10. Public Comment on Closed Session Items

Members of the public wishing to address the Civil Service Commission on Closed Session matters agendized here may do so when recognized by the President. Presentations are limited to three minutes per individual. Hearing no public comment, President Nix moved to Closed Session.

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11. Closed Session

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION (Government Code Section 54956.9(a)) – Formally initiated: Luther v. County of San Luis Obispo Civil Service Commission, San Luis Obispo Superior Court Case Numbers 19CV-0713 and 20CV-0524.

President Nix brought the meeting back into Open Session. She advised the Commission has given direction to counsel and there is no reportable action.

12. Adjournment

President Nix adjourned the meeting at 10:57 a.m.

**** Note: These minutes reflect official action of the Civil Service Commission. A digital record exists and will remain as the official, complete record of all proceedings by the Civil Service Commission.***