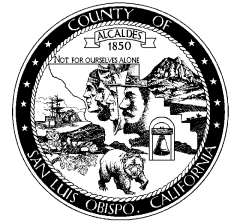


Civil Service Commission

The San Luis Obispo County Civil Service Commission
Regular Session Meeting
Wednesday, February 24, 2016 @ 9:00 A.M.
1055 Monterey Street, Suite D-271, San Luis Obispo, CA



MEMBERS OF THE COMMISSION
Wayne Caruthers, President
Erica Stewart
Robert Bergman
William Tappan
Erwin Ohannesian

Present: President Caruthers, Commissioner Robert Bergman, Commissioner Ohannesian
Commissioner Tappan, Commissioner Stewart

Staff: Commission Secretary Tami Douglas-Schatz, Commission Clerk Lacey Gabriel

Counsel: Commission Counsel Tim McNulty

1. Call to Order/ Flag Salute/ Roll Call

President Caruthers called the meeting to order at 9:00 A.M. and led the flag salute.

2. Welcome Commissioner Erica Stewart – Appointed January 26, 2016

The Commission welcomed Erica Stewart as the newly appointed Commissioner for District 3.

3. Election of Officers

President Caruthers asked the Commission for election nominations. Commissioner Tappan nominated Robert Bergman for Commission President; Commissioner Ohannesian seconded the motion. Motion passed 5-0-0. President Caruthers made a motion to nominate Commissioner Ohannesian as Vice President, Commissioner Tappan seconded. The motion passed 5-0-0.

4. Public Comment Period

President Caruthers asked for Public Comment. Theresa Pemberton of Behavioral Health and Clark Guest of Drug and Alcohol services commented on the current classifications of Mental Health Supervisor and Drug and Alcohol Supervisor. They both requested that Human Resources and the Commission consider review.

5. Minutes – November 18, 2015

President Caruthers asked for corrections or revisions to the November 18, 2015 meeting minutes. Commissioner Bergman made a motion to approve the minutes as presented; Commissioner Ohannesian seconded the motion. Motion passed 5-0-0.

6. Request to delete Job Specifications

Ms. Douglas-Schatz introduced Personnel Analyst, Mark Mckibben. Mr. Mckibben presented to the Commission a PowerPoint presentation with the request to delete 58 Job Specifications. The Commission questioned Mr. Mckibben regarding the request. President Caruthers asked if there was public comment. Being none, President Caruthers asked for a motion to approve the deleted job specifications. Commissioner Tappan made the motion; Commission Stewart seconded. The motion passed 5-0-0.

7. Specifications – Revised

a. Supervising Deputy Probation Officer: Personnel Analyst, Chip Spence presented the revised specification and introduced Jim Salio Chief Probation Officer, Probation. Chip Spence explained the purpose for the revised specification. The Commission questioned Mr. Spence and Chief Salio. President Caruthers asked if there was public comment. Being none, President Caruthers asked for a motion to approve the revised specification. Commissioner Tappan made the motion; Commissioner Ohannesian seconded. The motion passed 5-0-0.

Civil Service Commission

8. Specifications – New

a. Division Manager: Principal HR Analyst, Megan Fisher presented the new specification and introduced Assistant County Administrative Officer, Guy Savage. Ms. Fisher explained the reason for the new specification. The Commission questioned Ms. Fisher and Mr. Savage. President Caruthers opened the public comment period. Being none, Commissioner Ohannesian made a motion to approve the new specification, Commissioner Stewart seconded. The motion passed 5-0-0.

b. Safety Coordinator: Personnel Analyst, Jamie Azarvand presented the new specification and introduced Dave Flynn, Deputy Director of Public Works. Ms. Azarvand explained the purpose for the new specification. The Commission asked questions regarding the new specification. President Caruthers asked for public comment. Being none, Commissioner Ohannesian made a motion to approve the new specification, Commissioner Bergman seconded. The motion passed 5-0-0.

9. Reports

a. Commission President: No report.

b. Commission Counsel: No report.

c. Commission Secretary: Commission Secretary, Tami Douglas-Schatz introduced new Personnel Analyst, Taj D'Entremont to the Commission. Ms. Douglas-Schatz confirmed with the Commission we will be holding a hearing directly following the March 23, 2016 Regular Scheduled Meeting.

10. Adjournment

President Caruthers adjourned the meeting at 10:08

** 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.*