

Civil Service Commission

Continued Regular Session Meeting

Wednesday August 4, 2021 continued from

Wednesday July 28, 2021

1055 Monterey Street, Suite D-271 San Luis Obispo, CA



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

Present: President Jeannie Nix, Commissioner Robert Bergman,
Commissioner Erica Flores Baltodano

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

**County
Counsel:** Rita Neal, County Counsel

**Outside
Counsel:**

1. Call to Order/Flag Salute/Roll Call

President Nix called the meeting to order at 10:00 a.m. and led the flag salute. Roll was called. Commission Vice President Jed Nicholson and Commissioner Erwin Ohannesian were absent.

2. 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.

3. Minutes

The following draft minutes are submitted for approval:

a. April 28, 2021

Civil Service Commission

The minutes for April 28, 2021, were considered. Commissioner Baltodano suggested a few grammatical changes. Commissioner Baltodano made a motion to approve the minutes with changes to item #3, Commissioner Bergman seconded the motion. Motion carried 3-0-2.

b. May 26, 2021

The minutes for May 26, 2021, were considered. It was agreed that these minutes will be continued to the next meeting when Commissioner Nicholson is present for approval.

c. June 23, 2021

The minutes for June 23, 2021, were considered. It was agreed that the minutes for June 23, 2021, and July 28, 2021, would be received and filed without vote. Hearing no objection, the minutes for June 23, 2021, and July 28, 2021, were accepted for filing.

d. July 28, 2021

The minutes for July 28, 2021, were accepted and filed as stated in item #3c above.

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

a. Auditor Controller, Treasurer, Tax Collector Deputies

Teresa McCarthy White, Human Resources Analyst introduced James Hamilton, Auditor-Controller-Treasurer-Tax Collector-Public Administrator. The recommendation is to approve the new classification specification for the Deputy Director as proposed. There were no public comments on this item. After discussion, Commissioner Bergman motioned to approve the New Job Specifications with minor changes to the language as suggested by Commissioner Baltodano, Commissioner Baltodano seconded the motion, motion carried 3-0-2.

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

a. Correctional Technician I/II/III

Teresa McCarthy White, Human Resources Analyst introduced Undersheriff James Voge, and Taj D'Entremont, Human Resources Analyst. The recommendation is to approve the updates as proposed to allow for a broader applicant pool for this position. There were no public comments on this item. After discussion, Commissioner Baltodano motioned to accept the recommendations as amended with changes as discussed, Commissioner Bergman seconded the motion, motion carried 3-0-2.

Civil Service Commission

6. Reports

Commission President: No report

Commission Counsel: No report

Commission Outside Counsel: No report – not in attendance

Commission Secretary: Commission Secretary, Tami Douglas-Schatz, Human Resources Director, introduced Chrystal Pope, who is replacing Chip Spence. Chip started in a different department and will be missed. Tami brought to the commission that there will need to be a hearing item scheduled in November, the meeting date to be determined in the near future.

7. Adjournment

President Nix adjourned the meeting at 10:46 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.***