

Civil Service Commission

Continued Regular Session Meeting

Wednesday November 17, 2021

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



MEMBERS OF THE COMMISSION

President Jeannie Nix
Vice President Jed Nicholson
Robert Bergman
Erica Flores Baltodano

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

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

**County
Counsel:** Nina Negranti

**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. It was noted that Commissioner Nicholson would be about 15 minutes late to the meeting. Commissioner Nicholson subsequently arrived at about 9:15am.

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. May 26, 2021

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The minutes for May 26, 2021 were considered. Commissioner Flores-Baltodano clarified the second sentence on page 3a.002 should read: "Recommendation was to approve...", and page 3a.003, under b. Chief Information Security Officer, about half way down, after: "page 4b.005 line 143 if changing the word "may" to "shall" will commissioner Bergman be comfortable with that" should read: "She asked if Commissioner Bergman was going to propose changing the word "may" to "shall" would Mr. Milei be comfortable with that. Commissioner Flores-Baltodano also recommended on page 3a.003 item 5.a.: "Mr. Zeltmann explained the existing Job..." rather than: "Mr. Zeltmann discussed the existing job..." Commissioner Flores-Baltodano made a motion to approve the minutes with the changes, Commissioner Bergman seconded the motion, motion carried 3-0-1.

b. July 28, 2021 (continued to August 4, 2021)

The minutes for July 28, 2021, were considered. Commissioner Bergman made a motion to approve the minutes, Commissioner Flores-Baltodano seconded the motion, motion carried 3-0-1

4. Resolution Recognizing Commissioner Erwin Ohannesian

President Nix Read aloud the Resolution recognizing Commissioner Ohannesian for representing District 2 and a list of his accomplishments.

President Nix made a motion to approve the resolution, Commissioner Bergman seconded the motion, Roll Call Vote was taken:

Commissioner Bergman: Aye
Commissioner Flores-Baltodano: Aye
President Nix: Aye
Commissioner Nicholson: Absent

This Resolution was adopted. President Nix returned the Resolution to Commission Secretary Tami Douglas-Schatz to be framed. Commission Secretary Douglas-Schatz recognized Commissioner Ohannesian for his time in service and significant contributions. There were no public comments on this item.

5. Request to approve CSC Regular Meeting Schedule for 2022

Commission Secretary Tami Douglas-Schatz explained the standard schedule for monthly Civil Service Commission Meetings are the fourth Wednesday of each month, with minor adjustments for holidays.

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President Nix asked for public comments, there were none. Commissioner Erica Flores-Baltodano Made a motion to accept the 2022 Regular Meeting Schedule, Commissioner Bob Bergman seconded the motion. Motion passed 3-0-1.

6. Receive and File: Annual Report Fiscal Year 20/21

Lacey Chagolla, Human Resources Analyst presented the 2020/2021 annual report. President Nix asked if there were any public comments. There were no public comments, however, Mark McKibben, Principal Human Resource Analyst noted that once this is approved, Human Resources will get it on the Board of Supervisors Agenda for their acceptance on the Consent Agenda and will notify the Commission with the result. The Commission received and filed the report.

President Nix announced for the record that Commissioner Nicholson had arrived at the meeting (about 9:15 a.m.).

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

a. Library Maintenance Worker

Teresa McCarthy-White, Human Resources Analyst introduced Christopher Barnickel, Library Director. The recommendation was to approve the new job specification as proposed. Ms. McCarthy-White described the duties, requirements, and job description. President Nix asked for public comment. No public comments were made. Commissioner Erica Flores-Baltodano made a motion to approve this new job spec, Commissioner Nicholson seconded the motion, motion passed 4-0-0.

b. Custodial Operations Manager

Teresa McCarthy-White introduced John Diodati, Public Works Director. The recommendation was to approve the new job specification as proposed. Ms. McCarthy-White also recommended the proposed revised job specifications for Items 8.a: Building Maintenance Manager; and 8.b: Supervising Custodian. Ms. McCarthy-White described the duties, responsibilities, and reasoning for the new job specification and the two revised job specifications. After significant discussion, it was determined some of the Commissioners did not receive the full agenda packet, including proposed job specs for agendized items 7.b, 8.a, and 8.b. It was agreed to postpone these job specs to a later date. President Nix asked for public comments. No public comments were made. The commission asked that items 7.b, 8.a, and 8.b be brought to the next meeting (or a future meeting).

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

a. Building Maintenance Manager

Item postponed per 7.b above.

b. Supervising Custodian

Item postponed per 7.b above.

c. Sheriff's Forensic Specialist

Taj D'Entremont, Human Resources Analyst, introduced Chief Deputy Aaron Nix, San Luis Obispo County Sheriff's Office. The recommendation was to revise job specifications for items 8.c: Sheriff's Forensic Specialist and item 8.d: Sheriff's Forensic Laboratory Specialist. There is language that applies only to peace officers under the Penal Code and does not apply to the general public that needs to be updated. President Nix asked for public comment. No public comments were made. President Nix suggested the two items (8.c & 8.d) be combined, then entertained a motion. Commissioner Bob Bergman made a motion to combine and approve both items, Vice President Nicholson seconded the motion, motion passed 4-0-0.

d. Sheriff's Forensic Laboratory Specialist

Combined with item 8.d per above.

9. Reports

Commission President: No report

Commission Counsel: No report

Commission Outside Counsel: No report

Commission Secretary: Commission Secretary, Tami Douglas-Schatz, Human Resources Director, brought up potential scheduling, and turned this item over to Mark McKibben, Principal Human Resources Analyst. Mr. McKibben discussed four pending cases. One case may be in January possibly requiring one additional day (potentially January 27, 2022); the second may be in February possibly requiring a second day (date to be determined, 2022); the third and fourth are still in process. Ms. Douglas-Schatz mentioned that Supervisor Bruce Gibson has been working hard at filling the vacant commissioner seat.

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10. Public Comment on Closed Session Items

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

11. Closed Session (per Government Code Section 54957.6): Conference with County Labor Negotiator, Tami Douglas-Schatz, regarding Civil Service Rule Update.

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

12. 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.

13. Adjournment

President Nix adjourned the meeting.

**** 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.***