

**CIVIL SERVICE COMMISSION – COUNTY OF KERN  
1115 Truxtun Avenue  
Bakersfield, California 93301**

**Regular Meeting**  
*Monday, August 12, 2024*  
5:30 p.m.

**THIS MEETING WILL BE HELD IN THE BOARD OF SUPERVISORS CHAMBERS**

**AMERICANS WITH DISABILITIES ACT  
(Government Code Section 54953.2)**

**The Board of Supervisors Chambers is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Civil Service Commission may request assistance at the Human Resources Division – County of Kern or by calling (661) 868-3910. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance, whenever possible.**

**All Civil Service Commission agenda item supporting documentation is available for public review at the County of Kern Human Resources Division, 1115 Truxtun Avenue First Floor, Bakersfield, CA, 93301 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday, following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the 72-hour posting period and prior to the meeting will also be available for review. This disclosure does not pertain to closed session items and/or those that are not otherwise public.**

**PUBLIC SESSION**

**1. Public Presentations**

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on this agenda or wishing to place the item on the next agenda and over which the Commission has jurisdiction. Please note that no response is required from the Commission or staff and no action can be taken on non-agenda items; however, the Commission may instruct staff to place the item on the agenda for a future meeting. Speakers are limited to three minutes. Please state and spell your name for the record before making your presentation.

**\*CONSENT AGENDA:** All items listed with asterisk (\*) are considered routine and non-controversial by Commission staff. Consent items will be considered first and may be approved by one motion if no member of the Commission or public comments were submitted for discussion. If discussion is desired, the item will be removed from the consent agenda and will be considered in listed sequence.

**\*2. Approval of Minutes:** Regular Meeting on *Monday, July 8, 2024*, **APPROVE**

**\*3. Approval of Revised Minutes:** Regular Meeting on *Monday, June 10, 2024*, **APPROVE**

**\*4. Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures; **APPROVE**

9182	Youth Services Officer I/II - Shift
9420	Departmental Aide - PT - Shift - McFarland
9421	Fire Equipment Mechanic
9422	Animal Care Worker - Shift
9423	Sheriff's Lieutenant - DP
9424	Clinical Supervisor
9425	Sheriff Aircraft Mechanic
9426	Environmental Health Specialist-In Training
9427	Sheriff's Program Specialist
9428	Public Defender's Investigator I
9429	Behavioral Health Planning Analyst
9430	Appraiser I/II/III
9431	Auditor Appraiser I/II/III
9432	Health Education Assistant I/II
9433	Public Health Epidemiologist
9434	Automotive Service Worker
9435	Senior Public Health Epidemiologist
9436	Marketing and Promotions Associate I/II
9437	Marketing and Promotions Coordinator
9438	Group Counselor I/II-Shift-DHS
9439	Autopsy Assistant
9440	Sheriff's Support Specialist - Shift
9441	Human Services Aide-Shift-East Kern Regions (Ridgecrest, Mojave, Lake Isabella)- DHS
9443	Technology Services Supervisor
9444	Public Works Maintenance Superintendent - DP – PW

**5. Revised Specification(s):** The following job specification(s) have been revised and approved by the Chief Human Resources Officer and are submitted for the Commission's review in accordance with Civil Service Rule 204.21. **APPROVE**

- a. Chief Communications Officer – Item No. 0073

**6. New Specification(s):** The Following job specification(s) have been created and approved by the Chief Human Resources Officer (CHRO) and are submitted for the Commission's review in accordance with Civil Service Rule 204.21

- a. Deputy Chief Communications Officer– Item No. 0075

**7. Civil Service Officer:** Committee update on revisions to the Civil Service Officer job specification and salary.

**8. Commission Officer Items/Report:** Civil Service Officer to present to the Commission and to the public, information, announcements, and items pertaining to the Officer's activities.

**9. Human Resources Division Items/Report:** Chief Human Resources Officer to present to the Commission and to the public, information, announcements, and items pertaining to the Human Resources Division that are pertinent to Commission business.

**10. Commission Member Presentations or Announcements:** On their own initiative, Commission members may make a brief announcement or a brief report on their own activities (Government Code § 54954.2 (a)).

**Adjourn to Closed Session:** The Commission will adjourn to closed session to consider the appointment, employment, evaluation of performance, discipline, or dismissal of public employees or to hear complaints or charges brought against employees by another person or employee. If an employee chooses to have his or her matter heard in public session, it will be heard at this time, prior to adjournment to closed session.

1. Sheriff Employee – Rescheduling New Hearing Dates  
Deputy Sheriff (Sheriff’s Office) – Case No. 2023-0105
2. Sheriff Employee- Schedule Hearing Dates  
Sr. Deputy Sheriff (Sheriff’s Office)- Case No. 2023-0006, 2023-0013, 2023-0014
3. Sheriff Employee- Schedule Hearing Dates  
Sheriff’s Deputy (Sheriff’s Office)- Case No. 2023-0004
4. Sheriff Employee- Schedule Hearing Dates  
Sheriff’s Deputy (Sheriff’s Office)- Case No. 2023-0105