

Civil Service Commission



Jed Nicholson *Commission President, District 1*
Lesley Santos *District 2*
Erica Baltodano *Commission Vice President, District 3*
David Warren *District 4*
Robert Bergman *District 5*

Tami Douglas-Schatz *Commission Secretary*

Minutes

County of San Luis Obispo Civil Service Commission

Regular Session Meeting

Wednesday, May 24, 2023 @ 9:00 a.m.

1055 Monterey Street, Suite D-271, San Luis Obispo, CA 93408

Present: Commissioners: Vice President Baltodano, Commissioner Bergman, Commissioner Santos, Commissioner Warren

Staff: Commission Secretary Mark McKibben
Commission Clerk Rosa Reyes

County Counsel: Jon Ansolabehere
Outside Counsel: Steve Simas

Absent: Commissioners: President Nicholson

1. Call to Order / Flag Salute / Roll Call

Commission Vice President Baltodano called the meeting to order at 9:00am and led the flag salute. Roll was called. Commission President Nicholson was 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 Vice 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 26, 2023

Civil Service Commission

The minutes for April 26, 2023, were considered. Commissioner Bergman motioned to approve the minutes as presented. Commissioner Warren seconded the motion. The motion to approve as presented carried 4-0-1.

4. Reports

Commission Vice President – None

Commission Counsel – None

Commission Outside Counsel - None

Commission Secretary – None

Principal Human Resources Analyst Frank Stapleton requested the Commission hold August 22-24, 2023, and October 24-26, 2023, for tentative hearing dates.

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

- a. Sheriff's Correctional Deputy/Sheriff's Senior Correctional Deputy/Sheriff's Correctional Sergeant

Human Resources Analyst Chrystal Pope presented the proposed revisions to the specifications. Commissioner Warren requested that the education and experience section on page 5a.009 was returned to the previous structure, to include the "all levels" experience as the requirement for Sheriff's Correctional Deputy. Ms. Pope stated this would be possible with the addition of the minimum qualification template language. Vice President Baltodano requested page 5a.012 line 25 be amended to read "may be required to act as supervisor in the absence of the supervisor." Commission Secretary Mark McKibben noted that this could be applied across specifications moving forward. Vice President Baltodano requested amendment to page 5a.013 line 50 to read "Encourage and facilitate participation in rehabilitative programs." Vice President Baltodano requested the addition of a period following line 62 of page 5a.014. Vice President Baltodano invited public comment; there was none. Commissioner Warren motioned to approve as amended. Commissioner Santos seconded the motion. The motion to approve as amended carried 4-0-1.

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

- a. Deputy Director – Behavioral Health

Principal Human Resources Analyst Frank Stapleton and Behavioral Health Director Anne Robin presented the proposed specification. Commission Vice President Baltodano invited public comment. Theresa Schultz, Senior Labor Representative for SLOCEA, stated concern over the addition of this position in contrast to the forecasted outsourcing of the Psychiatric Health Facility (PHF) staff within the Health Agency. Commission Counsel Jon Ansolabehere clarified that while job specifications are subject to review by the Civil Service Commission, issues relating to labor and funding are addressed through Human Resources and the Board of Supervisors. The Commission thanked Ms. Shultz for her comment. Commissioner Santos motioned to approve the new specification as presented. Commissioner Bergman seconded the motion. The motion carried 4-0-1.

Civil Service Commission

7. Public Comment on Closed Session Item

Members of the public wishing to address the Civil Service Commission on Closed Session matters agendized here may do so when recognized by the Vice President. Presentations are limited to three minutes per individual.

Hearing no public comment, Vice President Baltodano moved to Closed Session.

8. CLOSED SESSION: Conference with County Labor Negotiator regarding Civil Service Rule Update. (Gov Code Section 54957.6): Agency designated representative: Tami Douglas-Schatz, or designee

Vice President Baltodano stated that there was no reportable action in Closed Session.

9. Adjournment

Vice President Baltodano adjourned the meeting at 9:49am.

**** 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.***