

Civil Service Commission

The San Luis Obispo County Civil Service Commission
Regular Session Meeting
Wednesday June 26, 2013 @ 9:00 A.M.
1055 Monterey Street, Suite D-271, San Luis Obispo, CA



MEMBERS OF THE COMMISSION
Robert Bergman, President
Arthur Chapman, Vice President
Wayne Caruthers
Betsey Nash, SPHR
William Tappan

MINUTES

Present: President Robert Bergman, Commissioner Wayne Caruthers, Commissioner Betsey Nash, Commissioner Bill Tappan

Absent: Vice President Arthur Chapman

Staff: Commission Secretary Tami Douglas-Schatz, Commission Clerk Robin Mason

Counsel: Commission Counsel Tim McNulty

1. Call to Order/ Flag Salute/ Roll Call

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

2. Public Comment Period

President Bergman addressed the audience asking for anyone wishing to speak to the Commission during the Public Comment Period on any matter that is not listed on today's agenda. Being none, President Bergman closed the Public Comment Period.

3. Minutes

May 22, 2013

Commissioner Tappan moved to approve the May 22, 2013 regular meeting minutes as written; Commissioner Nash seconded; the motion carried 4-0-1 (Art absent).

4. Reports

a. Commission President

President Bergman: no report.

b. Commission Counsel

Tim McNulty: no report.

c. Commission Secretary

HR Director Tami Douglas-Schatz: Introduced new Personnel Analyst Jamie Azarvand.

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5. Job Class Specification – Revised

a. Supervising Librarian

Personnel Analyst Jamie Azarvand introduced Assistant Library Director Chris Barnickel and explained the purpose of the revisions to the existing job class specifications: Supervising Librarian and Library Manager. Among the proposed changes to the job class specification, the title Supervising Librarian is to be changed to Regional Librarian and Library Manager Headquarters is to be changed to Library Support Services Manager.

Commissioner Caruthers: Asked Mr. Barnickel for further explanation of revisions.

Mr. Barnickel: explained need for changes.

Commissioner Tappan: asked clarifying questions regarding organizational chart for the Library.

Ms Azarvand: further explained details of the revision.

President Bergman: asked clarifying questions about the revisions to the existing job specification.

Mr. Barnickel: stated the scope of duties associated with the job.

Deputy Director Dori Duke: Explained title change reflects management level duties.

President Bergman: opened the public comment period

SLOCEA General Manager Kimm Daniels: Commented.

President Bergman: closed the public comment period and brought the discussion back to the Commission, after no further requests to speak were received.

Commissioner Caruthers: commented on job class revision.

Jamie Azarvand: stated that the term was consistent compared to other Counties.

Dori Duke: further explained the need for consistency as it relates to other agencies and helps when doing compensation surveys.

Commissioner Tappan: expressed his understanding of the needed changes.

Commissioner Caruthers: moved to approve the revisions to the Supervising Librarian, including name title change to Regional Librarian as written.

Commissioner Nash: seconded; the motion carried 4-0-1.

b. Library Manager

President Bergman: clarified that both job class specifications revisions were presented together, but approved individually.

Commissioner Tappan: moved to approve the revisions to the Library Manager, including name title change to Library Support Services Manager as written; Commissioner Nash seconded; the motion carried 4-0-1.

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6. Adjournment

Being no further business, President Bergman adjourned the meeting at 9:23 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.*