

Civil Service Commission



Jed Nicholson *Commission President, District 1*

Lesley Santos *District 2*

Vacant *District 3*

David Warren *Commission Vice President, District 4*

Gere Sibbach *District 5*

Jamie L. Russell *Commission Secretary*

AGENDA

County of San Luis Obispo Civil Service Commission

Regular Session Meeting

Wednesday October 28, 2026 @ 9:00 a.m.

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

1. Call to Order / Flag Salute / Roll Call

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.

3. Minutes

The following draft minutes are submitted for approval:

- a. August 26, 2026

4. Reports

Commission President

Commission Counsel

Commission Outside Counsel

Commission Secretary

5. 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.

6. Closed Session - Conference with County Labor Negotiator regarding Civil Service Rule Update. (Gov Code Section 54957.6): Agency designated representative: Jamie L. Russell, or designee

7. Adjournment

Civil Service Commission



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Minutes

County of San Luis Obispo Civil Service Commission

Regular Session Meeting

Wednesday, August 26, 2026 @ 9:00 a.m.

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

Present: Commissioners: President Nicholson, Vice President Warren,
Commissioner Sibbach

Staff: Commission Secretary Jamie Russell
Commission Clerk Gianni Bocardo

County Counsel: Daniel Solish

Outside Counsel: Steve Simas

Absent: Commissioner Santos

1. Call to Order / Flag Salute / Roll Call

Commission President Nicholson called the meeting to order at 9:00 a.m. and led the flag salute. Roll was called. Commissioner Santos 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 President. Presentations are limited to three minutes per individual. There was no public comment.

3. Minutes

The following draft minutes are submitted for approval:

a. June 24, 2026

Commission Vice President Warren motioned to approve the minutes as presented. Commissioner Sibbach seconded the motion. The motion to approve the June 24, 2026 minutes passed as presented.

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4. Reports

Commission President – None

Commission Counsel – None

Commission Outside Counsel – None

Commission Secretary – Commission Secretary Jamie Russell thanked Human Resources Analyst Teresa McCarthy White for her service, as Ms. McCarthy White has accepted a new position elsewhere and will no longer be employed with the County of San Luis Obispo. Ms. Russell invited Human Resources Analyst Miranda Wall to schedule future appeal dates with the Commission. Ms. Wall, the Commission, and Outside Counsel agreed to release the dates of October 13-16, 2026 as there may not be enough Commissioners present.

The dates of November 9–13, 2026, December 17–18, 2026, and January 13–15, 2027 have been held to schedule for hearings. The December 16, 2026 regular session has been moved to December 17, 2026 to coincide with the hearing, and no hearing will be held on November 11, 2026 in observance of the Veteran's Day holiday.

5. Receive and File: Joint Labor Management Committee Report

- a. Report and recommendations of the Joint Committee formed to study the issues related to SLOCEA's proposals for an Independent Neutral Hearing Officer

Outside Counsel Steve Simas shared that he conducted a training with Alex Harten and Nicole Radakovich for Counsel focused on presenting cases before the Commission and other relevant information. Mr. Simas will provide the finalized presentation for Ms. Wall and the Commission.

Commission President Nicholson invited public comment. There was none. Commission Vice President Warren motioned to receive and file. Commission President Nicholson seconded the motion. The Joint Labor Management Committee Report was Received and Filed as presented.

6. Request to Approve Revised Job Specification(s), and Abolish Obsolete Job Specification(s):

- a. Secretary I-II (Revised)
- b. Secretary – Confidential (Revised)
- c. Secretary I – Confidential (Obsolete)

Human Resources Analyst Mackenzie Lawrie introduced the items along with Human Resources Analyst Teresa McCarthy White.

Commission Vice President Warren requested amendment to page 6a.08, line 25 and line 27 to add "related to assigned functions".

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Commission Vice President Warren and Commissioner Sibbach requested amendment to page 6b.08, line 15 to add "including, but not limited to, employer-employee relations".

Commission President Nicholson invited public comment. There was none. Commissioner Sibbach motioned to approve the revised specifications as amended and designate Secretary I - Confidential specification as obsolete. Commission Vice President Warren seconded the motion. The motion to approve the revised specifications as amended and to designate the Secretary I - Confidential specification as obsolete passed 3-0-2.

7. Public Comment on Closed Session Item

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. There was no public comment.

8. Closed Session – Conference with County Labor Negotiator regarding Civil Service Rule Update. (Gov Code Section 54957.6): Agency designated representative: Jamie L. Russell, or designee

- a. Commission President Nicholson stated there was no reportable action taken in closed session.

9. Closed Session – Public Employee Discipline (per Government Code Section 54957(b)): Hearing and deliberations regarding Appeals #A26-02, #A26-03, #A26-04, #A26-05, #A26-06, and #A26-07.

- a. The Commission has directed Counsel to prepare a scheduling order on Appeals #A26-02, #A26-03, #A26-04, #A26-05, #A26-06, and #A26-07.

10. Closed Session - Public Employee Discipline (per Government Code Section 54957(b)): Hearing and deliberations regarding Appeal(s) #A26-08.

- a. Commissioner Sibbach will abstain from the hearing and deliberations process based on his prior employment as the Auditor-Controller-Treasurer-Tax Collector.

11. Closed Session - Public Employee Discipline (per Government Code Section 54957(b)): Hearing and deliberations regarding Appeal(s) #A26-10.

- a. Commission President Nicholson stated there was no reportable action taken in closed session.

12. Adjournment

Commission President Nicholson adjourned the meeting at 11:24 a.m.

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- 1 *** Note: These minutes reflect official action of the Civil Service Commission. A digital record**
- 2 **exists and will remain as the official, complete record of all proceedings by the Civil Service**
- 3 **Commission.**

DRAFT