

Civil Service Commission



Jed Nicholson *Commission President, District 1*

Lesley Santos *District 2*

Erica Flores Baltodano *Commission Vice President, District 3*

David Warren *District 4*

Robert Bergman *District 5*

Jamie L. Russell *Commission Secretary*

Minutes

County of San Luis Obispo Civil Service Commission

Regular Session Meeting

Wednesday, January 22, 2025 @ 9:00 a.m.

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

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

Staff: Commission Secretary Jamie Russell
Commission Clerk Steven Guevara

County Counsel: Jon Ansolabehere

Absent: Commissioners: Commissioner Bergman, Commissioner Santos
Outside Counsel: Steve Simas

1. Call to Order / Flag Salute / Roll Call

Commission President Nicholson called the meeting to order at 9:00am and led the flag salute. Roll was called. Commissioners Bergman and Santos were 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. Reports

Commission President - None

Commission Counsel - Mr. Ansolabehere introduced Ms. Nicole Radakovich, a new employee to County Counsel who would be assisting with Commission related matters.

Commission Outside Counsel - Absent

Commission Secretary - Jamie Russell thanked Acting Commission Clerk Steven Guevara for his service to the Commission.

Civil Service Commission

Principal Human Resources Analyst Mark McKibben addressed dates for upcoming hearings. Mr. McKibben requested the Commission release dates February 25th and 26th and requested the Commission hold March 18th, 19th, and 20th, and April 22nd, 23rd, and 24th as potential hearing dates.

4. Minutes

The following draft minutes are submitted for approval:

- a. December 9, 2024

Commission President Nicholson invited public comment. There was none. Commission Vice President Baltodano motioned to approve the minutes as presented. Commissioner Warren seconded the motion. The motion to approve the minutes from December 9, 2024, as presented passed 3-0-2.

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

- a. Agricultural/Weights and Measures Inspector I, II, III
- b. Supervising Agricultural/Weights and Measures Inspector

President Nicholson suggested review and approval of the items jointly. The specifications were presented by Human Resources Analyst Teresa McCarthy White and Department Head of Agriculture/Weights & Measures Marty Settevendemie. Vice President Baltodano requested amendment to both specifications to include language regarding interpersonal communication and diversity. Following a short pause, Ms. McCarthy White presented updated item documents to the Commission, reflecting the following changes to both the Agricultural/Weights and Measures Inspector I, II, III and the Supervising Agricultural/Weights and Measures Inspector specifications: "Communicate effectively verbally and in writing..." was updated to include, "to a diverse population of individuals and groups," and the statement "establish and maintain effective working relationships with coworkers the public and others" was replaced with "work effectively and maintain positive working relationships with others including those of diverse perspectives and possess strong interpersonal skills such as listening, speaking, advisory mediation, reconciliation, and consensus building."

President Nicholson invited public comment. There was none. Commissioner Warren motioned to approve the specifications as amended. Vice President Baltodano seconded the motion. The motion to approve the specifications as amended passed 3-0-2.

6. Adjournment

President Nicholson adjourned the meeting at 9:30 am.

**** 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.***