

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*
Gere Sibbach *District 5*

Jamie L. Russell *Commission Secretary*

Minutes

County of San Luis Obispo Civil Service Commission

Regular Session Meeting

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

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

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

Staff: Commission Secretary Jamie L. Russell
Commission Clerk Shaley Salsbury

County Counsel: Daniel Solish

Outside Counsel: Steve Simas

Absent: None

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. All Commissioners were present.

2. Election of Officers

Commissioner Baltodano nominated Commissioner Nicholson for Commission President. Commissioner Santos seconded. The motion to elect Commissioner Nicholson as Commission President passed 4-0-1 with Commissioner Nicholson abstaining.

Commission President Nicholson nominated Commissioner Baltodano for Commission Vice President. Commissioner Santos seconded. The motion to elect Commissioner Baltodano as Commission Vice President passed 4-0-1 with Commissioner Baltodano abstaining.

3. 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. President Nicholson recognized Ms. April Delgado for public comment. Ms. Delgado stated her intent to pursue legal remedy following her exit from county employment. The Commission thanked Ms. Delgado for her time.

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4. Minutes

The following draft minutes are submitted for approval:

- a. November 19, 2025

President Nicholson invited public comment. Commission Clerk Shaley Salsbury requested amendment of the minutes to reflect attendance of Jon Ansolabehere, County Counsel rather than Daniel Solish. Commissioners agreed that this modification would correct the minutes. Commissioner Warren motioned to approve the minutes as amended. Commissioner Sibbach seconded the motion. The motion to approve the minutes as amended passed 4-0-1 with President Nicholson abstaining due to his absence at the November 19, 2025, Civil Service Commission meeting.

5. Reports

Commission Vice President – None

Commission Counsel – None

Commission Outside Counsel – None

Commission Secretary – Jamie Russell introduced Human Resources Analyst Miranda Wall. Ms. Wall asked the Commission to discontinue holding March 4-6, 2026, and April 22-24, 2026, for hearings. Ms. Wall requested the Commission continue to hold dates April 1-3, 2026, and April 27-29, 2026, for hearings. Ms. Wall stated she would communicate with county counsel and counsel for the appellant regarding the prospect of proceeding with written briefs to expedite resolution. President Nicholson requested a closed session item be agendaized for the next regular session meeting to discuss a written brief timeline.

6. Receive and File: List of Job Classification Updates for Compliance with California Senate Bill 1100

Human Resources Analysts Mackenzie Lawrie and Teresa McCarthy White presented the List of Job Classification Updates for Compliance with California Senate Bill 1100. President Nicholson invited public comment. There was none.

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

- a. Program Analyst (New), Health & Human Services Program Analyst (New), Program Manager (New), Health & Human Services Program Manager (New), Program Manager I-II (Obsolete)

Human Resources Analysts Mackenzie Lawrie and Teresa McCarthy White introduced the proposed new specifications. Ms. Lawrie proposed amendment to line 8 of pages 7a.12 and 7a.22 to read "health or human services programs *typically* within the Department of Social Services..."

Commission President Nicholson invited public comment. The Commission addressed the public comment submitted by Brendan Clark (**Attachment 1**), regarding the change from career series to separate analyst and manager roles. SLOCEA Labor Representative, Carrie McGrath, requested clarification regarding the flexible language regarding education requirements.

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Commission Vice President Baltodano motioned to approve the new specifications as amended, and to abolish the obsolete specification pending approval by the Board of Supervisors. Commissioner Warren seconded the motion. The motion to approve the new specifications as amended and abolish the obsolete specification passed 5-0-0.

- b. Public Health Nutritionist I-II (Revised), Supervising Public Health Nutritionist (New)

Human Resources Analysts Mackenzie Lawrie and Natalie Fixler, along with Dr. Penny Borenstein, Public Health Administrator, introduced the proposed revised and new specifications. Commission President Nicholson invited public comment. There was none. Commission Sibbach motioned to approve the revised and new specifications as presented. Commissioner Santos seconded the motion. The motion to approve the revised and new specifications as presented passed 5-0-0.

8. Adjournment

President Nicholson adjourned the meeting at 10:01 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.***