

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*

Minutes

County of San Luis Obispo Civil Service Commission

Regular Session Meeting

Wednesday, June 24, 2026 @ 9:00 a.m.

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

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

Staff: Commission Secretary Jamie Russell
Commission Clerk Gianni Bocardo

County Counsel: Jon Ansolabehere

Outside Counsel: Steve Simas

Absent: None

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. All Commissioners were present.

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. April 1, 2026
- b. April 2, 2026
- c. May 27, 2026

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Commission Vice President Warren proposed a revision to the minutes of May 27, 2026 to properly reflect the votes for Nomination of Vice President for Remainder of 2026 Term. The final vote count has been revised to 3-0-1. The motion to approve the April 1, 2026 and April 2, 2026 minutes passed as presented. The May 27, 2026 minutes passed as amended.

4. Reports

Commission President – None

Commission Counsel – None

Commission Outside Counsel – None

Commission Secretary – Commission Secretary Jamie Russell reported out that the classification title for Division Manager - Health Agency was updated to Division Manager - Public Health. Human Resources Analyst Miranda Wall reported that both orders set for July 9, 2026 and July 10, 2026 have been resolved outside of the hearing process. Ms. Wall and the Commission agreed on holding the dates of September 29, 2026 through October 1, 2026; and October 19, 2026 through October 23, 2026 to schedule for hearings. The dates of October 19, 2026 through October 23, 2026 have been released.

5. Receive and File: Annual Report

a. Annual Report 2025

Human Resources Analysts Mackenzie Lawrie and Lauren Krautkramer presented the 2025 Civil Service Commission Annual Report. Following the Commission's request, Human Resources Analyst Miranda Wall contributed some information regarding recruitment and retention data. There was discussion on how future annual reports should be agendized and the information relevant to the Commission. Ultimately, the Annual Report was Received and Filed as presented.

Commission President Nicholson invited public comment. SLOCEA Executive Director Emily Landis requested the Commission include the discussed information in future Annual Reports pertaining to retention and recruitment as it would be imperative for the Commission regardless of whether it falls within its scope. Ms. Landis stated that this data is essential as this broader context can assist the Commission to make decisions on recruitments, retention, minimum qualifications, appeals, and grievances.

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

a. Water Laboratory Manager (New), and Water Quality Manager (Obsolete).

Human Resources Analyst Mackenzie Lawrie introduced the item along with Human Resources Analyst Teresa McCarthy White and Public Works Deputy Director Courtney Howard.

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Commission President Nicholson invited public comment. There was none. Commission Vice President Warren motioned to approve the new specification as presented and designate the Water Quality Manager specification as obsolete upon the retirement of the current incumbent. Commissioner Sibbach seconded the motion. The motion to approve the new specification as presented and to designate the Water Quality Manager as obsolete passed 4-0-1.

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 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. Adjournment

Commission President Nicholson adjourned the meeting at 10:37 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.***