

**CIVIL SERVICE COMMISSION – COUNTY OF KERN**  
**1115 Truxtun Avenue**  
**Bakersfield, California 93301**

**Regular Meeting**  
*Monday, February 10, 2025*  
5:30 p.m.

**THIS MEETING WILL BE HELD IN THE BOARD OF SUPERVISORS CHAMBERS**

**AMERICANS WITH DISABILITIES ACT**  
**(Government Code Section 54953.2)**

**The Board of Supervisors Chambers is accessible to persons with disabilities. Disabled individuals who need special assistance to attend or participate in a meeting of the Civil Service Commission may request assistance at the Human Resources Division – County of Kern or by calling (661) 868-3910. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance, whenever possible.**

**All Civil Service Commission agenda item supporting documentation is available for public review at the County of Kern Human Resources Division, 1115 Truxtun Avenue First Floor, Bakersfield, CA, 93301 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday, following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the 72-hour posting period and prior to the meeting will also be available for review. This disclosure does not pertain to closed session items and/or those that are not otherwise public.**

**PUBLIC SESSION**

**1. Public Presentations**

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on this agenda or wishing to place the item on the next agenda and over which the Commission has jurisdiction. Please note that no response is required from the Commission or staff and no action can be taken on non-agenda items; however, the Commission may instruct staff to place the item on the agenda for a future meeting. Speakers are limited to three minutes. Please state and spell your name for the record before making your presentation.

**\*CONSENT AGENDA:** All items listed with asterisk (\*) are considered routine and non-controversial by Commission staff. Consent items will be considered first and may be approved by one motion if no member of the Commission or public comments were submitted for discussion. If discussion is desired, the item will be removed from the consent agenda and will be considered in listed sequence.

**\*2. Approval of Minutes:** Regular Meeting on *Monday, January 13, 2025, Special Meeting on Thursday, January 23, 2025, and Special Meeting on Monday, February 3, 2025 –*

**\*3. Examination Schedule:** The following examinations have been scheduled in accordance with Civil Service Rules and established procedures –

- 9599 Workers' Compensation Claims Adjuster I-Department Promotional-County Counsel
- 9600 Medical Assistant
- 9601 Assessment Technician
- 9602 Homeless and Housing Coordinator
- 9603 Behavioral Health Unit Supervisor I/II
- 9604 Probation Supervisor - DP
- 9605 Supervising Building Services Worker
- 9606 Sheriff's Detentions Senior Deputy - DP - Sheriff
- 9607 Chief Deputy - DP - Sheriff
- 9608 Senior Public Health Epidemiologist
- 9609 Program Support Supervisor - DP - DA
- 9610 Kern360 Support Manager
- 9611 Office Services Technician
- 9612 Public Works Manager - Department Promotional
- 9613 Accountant/Sr. Accountant - DP - Probation
- 9614 Youth Services Officer - Custodian - Probation
- 9615 Criminalist I
- 9616 Library Associate - Shift
- 9617 Staff Development Specialist
- 9618 Behavioral Health Human Resources Specialist
- 9619 Human Services Chief Deputy Director-DP-DHS
- 9620 Sheriff's Support Specialist - DP - Sheriff
- 9621 Assistant Division Director, Forensic Science - DP - DA
- 9622 Supervising Criminalist - DP - DA
- 9623 Deputy Clerk of the Board I/II
- 9624 Fiscal Support Supervisor - DP- Assessor/Recorder
- 9625 Auditor-Appraiser I/II/III
- 9626 Sheriff's Sergeant - DP - Sheriff
- 9627 Senior Deputy Sheriff - DP - Sheriff
- 9628 Crime Prevention Specialist
- 9629 Public Works Maintenance Worker I/II/III
- 9630 Business Manager - Probation
- 9631 Human Resources Specialist I - Non-Confidential-DP - Sheriff
- 9632 Geographic Information Systems (GIS) Technician I/II
- 9633 Elections Process Clerk I/II/III
- 9634 Senior Child Support Customer Service Representative
- 9635 Facilities and Services Manager-DP-DHS
- 9636 Fire Plan Examiner - DP
- 9637 Supervising Engineer
- 9638 Building Plans Technician

9639 Budget and Finance Director

4. **New Specification(s):** The Following job specification(s) have been created and approved by the Chief Human Resources Officer (CHRO) and are submitted for the Commission's review in accordance with Civil Service Rule 204.21 -
  - a. Kern 360 Human Capital management Analyst – Item No. 2326
  - b. Senior Kern360 Human Capital Management Analyst – Item No. 2325
  - c. Kern360 Information Systems Analyst – Item No. 2439
  - d. Kern360 Financial Analyst – Item No. 2329
  - e. Senior Kern360 Financial Analyst – Item No. 2327
5. **Reconsideration of item:**
  - a. Reconsideration of item previously voted upon and passed on February 3, 2025
  - b. Request to Abolish Eligible Lists: The following eligible lists and associated certifications are submitted for the Commission's abolishment in accordance with the Civil Service Rule 502.10.
    1. Sheriff's Commander – Department Promotional, Exam No. 9307
6. **Commission Officer Items/Report:** Civil Service Officer to present to the Commission and to the public, information, announcements, and items pertaining to the Officer's activities.
7. **Human Resources Division Items/Report:** Chief Human Resources Officer to present to the Commission and to the public, information, announcements, and items pertaining to the Human Resources Division that are pertinent to Commission business.
8. **Commission Member Presentations or Announcements:** On their own initiative, Commission members may make a brief announcement or a brief report on their own activities (Government Code § 54954.2 (a)).

**Adjourn to Closed Session:** The Commission will adjourn to closed session to consider the appointment, employment, evaluation of performance, discipline, or dismissal of public employees or to hear complaints or charges brought against employees by another person or employee. If an employee chooses to have his or her matter heard in public session, it will be heard at this time, prior to adjournment to closed session.

1. Sheriff Employee - Schedule Hearing Dates  
(Sheriff's Office) – Case No. 2023-0004