

OFFICE OF JOHN G. MENDIBURU, Ed.D.  
KERN COUNTY SUPERINTENDENT OF SCHOOLS  
*ADVOCATES FOR CHILDREN*

**Personnel Commission Meeting**  
**October 8, 2024, at 2:00 p.m.**  
**1330 Truxtun Ave, Bakersfield, CA 93301**  
**Conference Room 116**

**AGENDA**

Any materials required by law to be made available to the public prior to a meeting of the Personnel Commission can be inspected during normal business hours at the Kern County Superintendent of Schools Office, 1300 17<sup>th</sup> Street, First Floor, Bakersfield, CA 93301.

An individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent's Office (Government Code 54954.2).

1. Call to Order
2. Agenda Order
3. Public Comment  
Members of the public shall have the opportunity to address the Personnel Commission on items on the agenda or within the Commission's jurisdiction either before or during the Commission's consideration of the item. The time allotted shall be five minutes.
4. Public Hearing  
Opportunity for public comment on the SOSCA recommended candidate for the Personnel Commission – Desiree Secrist.
5. Approval of Minutes of September 10, 2024 Meeting – Action Item
6. Reports
  - a. Classified Employees Representative
  - b. Personnel Commission
  - c. Assistant Superintendent – Human Resources and Staff Development
7. Old Business
8. New Business
  - a. Certification of Eligibility Lists – Action Item
    - 1) Animal Keeper I-Part Time (Open)
    - 2) Campus Supervisor – Valley Oaks Charter School (VOCS) (Open)
    - 3) Child Development Associate (Open & Promotional)

- 4) Child Development Center Aide – Part Time  
(3.8-5 hrs. per day/10-12 mos. per year) (Open)
  - 5) Early Start Instructional Assistant (Open & Promotional)
  - 6) Indemnity Claims Examiner-Workers' Compensation (Promotional Only)
  - 7) Instructional Assistant III-Behavior Emphasis (Open & Promotional)
  - 8) Mental Health Clinician (Open)
  - 9) Program Supervisor-CCCC (Open & Promotional)
  - 10) Program Support Facilitator- Bilingual (CCCC) (Open)
  - 11) Retirement Technician II (Open & Promotional)
  - 12) Senior Director- Facilities Planner and Management (Open)
  - 13) Transportation Planner (Open & Promotional)
- b. Unable to Establish an Eligibility List – Department Free to Hire – Action Item
    - 1) Medi-Cal Administrative Activities (MAA) Senior Account Technician
  - c. Revised Job Description – Action Item
    - 1) Medi-Cal Administrative Activities (MAA) Account Technician
  - d. New Job Description – Action Item
    - 1) Program Coordinator – School Based Medi-Cal Programs
  - e. Annual Report to the Personnel Commission – Non-Action Item
9. Date of the next Personnel Commission meeting – November 12, 2024
  10. Adjournment

\*Will be provided prior to the meeting.