

OFFICE OF MARY C. BARLOW
KERN COUNTY SUPERINTENDENT OF SCHOOLS
ADVOCATES FOR CHILDREN

Personnel Commission Meeting
June 8, 2021 at 2:00 p.m.
1300 17th Street, Bakersfield, CA 93301
Conference Room 1A / Videoconference

AGENDA

<https://kcsos.zoom.us/j/4883285422>

Meeting ID: 488 328 5422

Notice of Teleconferencing Pursuant to Executive Order N-29-20 and Government Code section 54953: The Board will conduct this meeting via teleconference and/or videoconference with one or more board members participating from remote locations via telephone or other electronic means.

Voting at this meeting shall be by roll call.

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 17th 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. Approval of Minutes of May 11, 2021 – Action Item
5. Reports
 - a. Classified Employees Representative
 - b. Personnel Commission
 - c. Assistant Superintendent – Human Resources and Staff Development
 - d. Associate Superintendent
6. Old Business
 1. Current Classified Non-management staff counts as of 6/1/2021
 2. Classified Non-management staff counts from 6/1/2020

3. SOSCA membership numbers from the same two dates.

7. New Business
 - a. New Job Description – Action Item
 - 1) Communication Specialist
 - 2) Supervisor – Food Nutrition Services
 - 3) Zoo Veterinarian - CALM

 - b. Revised Job Description – Action Item
 - 1) Coordinator I – Human Resources and Staff Development
 - 2) Lead Cook – KEEP
 - 3) Migrant Education School Readiness Liaison
 - 4) Seasonal Lead Cook – KEEP

 - c. Certification of Eligibility Lists – Action Item
 - 1) Claims Examiner II – Workers’ Compensation (Open & Promotional)
 - 2) Dispatcher (Promotional)
 - 3) Senior Associate Counsel (Open)

 - d. Unable to Establish an Eligibility List – Department Free to Hire – Action Item
 - 1) Associate Counsel

 - e. Reclassification/Reallocation Request – Action Item
 - 1) Request for reclassification for Nancy Lazo, Cook (Classified Salary Schedule, Range 36.5), to Lead Cook (Classified Salary Schedule, Range 38.0).

 - f. Approval of 2021-22 CODESP Dues – Action Item

 - g. Approval of the 2021-22 Personnel Commission Budget – Action Item

8. Date of the next Personnel Commission meeting – July 13, 2021

9. Adjournment

*Will be provided prior to the meeting.