

**FIRST 5 KERN**  
**KERN COUNTY CHILDREN AND FAMILIES COMMISSION**  
**PERSONNEL COMMITTEE**

A regular meeting of the Personnel Committee convened on Friday, July 29, 2016, at 3:07 pm, at 2724 L Street, Bakersfield, California. Commissioners Sandrini and Robles, were present. Roland Maier, Executive Director was also present. Commissioner Robles presided.

ITEMS FOR CONSIDERATION

- 1) Public presentations – NONE
- 2) Committee member announcements and reports – NONE
- 3) Executive Director’s Report –NONE
- 4) Discussion of Communications Officer Position:  
Mr. Maier led the discussion with Commissioners regarding the vacancy of the Communications Officer position and filling it full/part time or out sourcing the duties. The members left it to the executive director’s discretion adding to present before the full Commission at its October 5, 2016 meeting.
- 5) Discussion of Staffing Position:  
Mr. Maier led the discussion regarding reorganizing as funding decreases. Mr. Maier introduced hiring a Chief Program/Evaluation Officer to oversee evaluation and program officers. Mr. Maier will offer a more detailed job description and duties at the next meeting.
- 6) Discussion of Employee Handbook Changes:  
A discussion regarding changes to the Employee Handbook due to our county transition. Mr. Maier reported that he would bring recommended changes to the Commission at the October 2016 meeting.
- 7) ADJOURNED @ 3:57 P.M.

