

FIRST 5 KERN
KERN COUNTY CHILDREN AND FAMILIES COMMISSION
PERSONNEL COMMITTEE

A regular meeting of the Personnel Committee convened on Thursday, March 16, 2017, at 1:32 pm., at 2724 L Street, Bakersfield, California. Commissioners Jonah, Murphy, Robles, Sandrini, and Sill 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 – Commissioner Sill stated that Kern County Mental Health has been renamed Kern Behavioral Health and Recovery Services to better identify with services rendered.
- 3) Executive Director’s Report --- NONE
- 4) Review and Analysis of Employee Salary Step Schedule and Cost of Living Adjustment (COLA) Pay --- Mr. Maier started with a presentation about current cost of living index and gave Commissioners budget implications with a proposed 3%, 3.5% and 4% to the budget. The Committee recommended 3.5% and have the increase be effective at the next pay period. The recommendation will go to the full Commission at the April 5, 2017 meeting. Commissioner Sandrini recommended that any increase to COLA coincide with the fiscal start date of July 1 beginning in 2018. All Commissioners agreed with the recommendation.
(Motion by Commissioner Sandrini, Second by Commissioner Jonah, All Ayes)
- 5) Review and Discussion of Personnel Moves at First 5 Kern ---
 - a) Mr. Maier stated there are two openings at First 5 Kern and he is in the process of posting those through all of the appropriate channels. Those positions are Program Officer and Communications Officer, since the retirement of Jan St Pierre and resignation of Wilknica Jefferson.
 - b) Mr. Maier also recommended the changing of the Communications Officer position to Communications and Media Specialist and the Chief Program Officer to Chief Evaluation/Program Officer. These changes will better reflect job duties for each position. Theresa Ortiz has been named as the new Chief Evaluation/Program Officer.
 - c) The organizational chart will be upgraded to reflect the new titles and changes proposed.
- 6) Review of Health Benefits Adjustment --- Mr. Maier updated the Committee on health benefits as we are ending our first year and our open enrollment period is March and now open.
- 7) Review and Discussion of Evaluation Procedures for Executive Director --- Commissioner Robles discussed the timeline to receive evaluations from each Commissioner and felt we could discuss at the April Commission meeting in closed session. If another Personnel Committee was needed, the evaluation would be tabled until the June Commission meeting.

8) ADJOURNED at 2:43 pm.

