

**MINUTES OF THE SOLANO COUNTY
CIVIL SERVICE COMMISSION**

Regular Meeting
Wednesday, June 10, 2020
Board of Supervisors Chambers
County Administration Center
Fairfield, CA 94533

Due to CVOVID-19 and to protect County staff and members of the public, the Board Chambers was closed to the public during the Civil Service Commission meeting. This precaution was taken pursuant to the authority conferred by Governor Newsom's Executive Order N-29-20. The Commissioners attended the meeting telephonically and participate in the meeting to the same extent as if they were present. The meeting was open to the public telephonically.

1) Call to Order/Roll Call

President Neal called the meeting to order at 6:30 p.m. Roll was called, and the following Commissioners were present: Commissioner Burton, Commissioner Petullo, Commissioner Riley, Commissioner Schuster, and President Neal. Commission Staff present were Nancy Huston, Interim Director of Human Resources and Commission Executive Secretary; Jeannine Seher, Assistant Director of Human Resources; Kimberly Young, Principal Human Resources Analyst; JoAnn Parker, Deputy County Counsel; and Teresa Schow, Recording Secretary.

2) Pledge of Allegiance

President Neal noted that they would not hold the pledge of allegiance, since the meeting was held remotely.

3) Items from the Public

There were no items from the public.

4) Approval of Minutes of the Commission

Commissioner Burton noted that the minutes for the May 13, 2020 meeting indicated that he seconded the motion to approve the agenda. Commissioner Burton did not attend the meeting. President Neal requested that the minutes be amended to state that the motion to accept the agenda was seconded. A motion to approve as amended the minutes for the May 13, 2020 was made by Commissioner Riley with a second by Commissioner Petullo. The motion carried 5/0.

5) Communications

There were no communication items.

6) Information Items

Interim Human Resources Director, Nancy Huston introduced Patricia Cano as the new Human Resource Manager. Ms. Huston noted that Ms. Cano will lead the department in labor relations as well as classification. Ms. Cano introduced herself and noted that she had over ten years of experience in labor relations and is looking forward to working for Solano County. President Neal noted that the Commission is pleased to have her join the Human Resource team and welcomed her to the Commission.

7) Additions to, or deletions from, the Agenda

There were no additions to or deletions from the Agenda.

8) Approval of the Agenda:

A motion to approve the agenda as provided was made by Commissioner Petullo with a second by Commissioner Burton. The motion carried 5/0.

SCHEDULED CALENDAR

ITEM CSC 20-0013 Re-establish the Dental Hygienist, Registered Classification Specification

President Neal asked for comments from the Commission and there were no comments. Nancy Huston requested that Principal Human Resources Analyst, Kim Young present the agenda item. Ms. Young explained that Health and Social Services requested to re-establish the Dental Hygienist classification so they can provide community outreach and school-based programs. The classification was initially approved by the Civil Service Commission in 2012 and was deleted because of non-use in 2018. Ms. Young explained that all bargaining units were invited to review and comment on this new classification, however, the bargaining units chose not to do so. Commissioner Burton inquired about school outreach. Ms. Young noted that Health and Social Services planned to provide programming in the schools, that the dental hygienist would lead.

A motion to re-establish the Dental Hygienist, Registered Classification Specification was made by Commissioner Burton with a second by Commissioner Riley. The motion carried 5/0.

MISCELLANEOUS ITEMS

9) Commission/Staff Comments

Commission Neal noted that the Commission is scheduled to meet in the Board Chambers for the August 12th meeting. Ms. Huston noted that she will check with the Public Health Officer to confirm that we are able to hold the August 12th meeting in the Board Chambers. Nancy Huston noted that there is no meeting in July.

Adjourn

Commissioner Neal adjourned the meeting at 6:40 p.m.

Respectfully Submitted,



Nancy Huston
Interim Director of Human Resources