



**CIVIL SERVICE COMMISSION**  
Department of Human Resources  
559-675-7705

200 West 4th Street  
Madera, CA 93637

**ELIZABETH WISENER, President**  
**MICHELE MAY, Secretary (Interim)**

*Equal Opportunity Employer*

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## AGENDA

REGULAR MEETING  
WEDNESDAY, JANUARY 8, 2020  
6:00 P.M.

MADERA COUNTY GOVERNMENT CENTER  
BOARD OF SUPERVISORS' CHAMBERS  
200 W. 4<sup>TH</sup> STREET, 1<sup>ST</sup> FLOOR  
MADERA, CALIFORNIA

1. Public Comment. This time is made available for comments from the public on matters within the Civil Service Commission's jurisdiction that are not on the agenda. Each speaker will be limited to three minutes.
2. Election of President and Vice President for 2020.
3. Consent Calendar.
4. Ratification of voluntary demotion, Leonardo Villanueva-Gallegos, from Eligibility Worker II to Employment & Training Worker I, Department of Social Services.
5. Ratification of voluntary demotion, Imelda Ybarra, from Eligibility Worker II to Employment & Training Worker I, Department of Social Services.
6. Consideration of leave of absence request, Jimena Luduena, Accounting Technician II, Auditor-Controller's Office, from December 17, 2019 to January 14, 2020.
7. Consideration of leave of absence request, Michelle Gonzales Reed, Prelicensed Mental Health Clinician, Department of Behavioral Health Services, from January 1, 2020 to January 31, 2020.
8. Consideration of leave of absence request, Penny Peltzer, Administrative Assistant, Department of Child Support Services, from December 28, 2019 to January 31, 2020.
9. Consideration of leave of absence request, Diana Rosales, Senior Nutrition Assistant, Department of Public Health, from December 26, 2019 to January 31, 2020.
10. Consideration of leave of absence request, Nicole Fuller-Pasley, Communications Dispatcher III, Sheriff's Office, from December 26, 2019 to January 10, 2020.
11. Consideration of leave of absence request, Debbie Garza, Eligibility Worker II, Department of Social Services, from December 27, 2019 to January 31, 2020.

12. Consideration of the request to waive the Rule of Five for the Heavy Equipment Mechanic recruitment.

a. Consideration of request to adopt the eligible list for Heavy Equipment Mechanic.

13. Consideration of the request to waive the Rule of Five for the Victim Services Specialist recruitment.

a. Consideration of request to adopt the eligible list for Victim Services Specialist.

14. Staff Reports.

15. Adjournment.

Next Meetings: Wednesday, February 12, 2020 at 6:00 p.m. (Regular Business Meeting)  
Wednesday, March 11, 2020 at 6:30 p.m. (Regular Business Meeting)

#### CONSENT CALENDAR

ALL MATTERS LISTED UNDER THE CONSENT CALENDAR ARE CONSIDERED TO BE ROUTINE AND WILL BE ENACTED BY ONE MOTION.

A. Approval of Announcements:

Assessment Analyst-Promotional  
Deputy Probation Officer II  
Deputy Probation Officer III  
Investigative Assistant  
Senior Deputy Probation Officer-Promotional

B. Adoption of Eligible Lists for:

Accounting Technician I-Promotional  
Deputy District Attorney II-Continuous  
Deputy Sheriff (Sheriff's Cadet II Lateral Transfer)  
Engineer I  
Physical Therapist-Continuous  
Senior Mental Health Caseworker-Promotional

C. Adoption of Eligible Lists for Promotion By Competitive Standards for:

Correctional Officer II  
Deputy Probation Officer II  
Librarian II  
Licensed Utility Worker II  
Road Construction & Maintenance Worker II

D. Renewal or Expiration of Eligible Lists.

Secretary Recommends:

Extension:

Accountant-Auditor II  
Accounting Technician II  
Accounting Technician II-Bilingual  
Accounting Technician II-Promotional  
Administrative Analyst I-Promotional  
Assistant Tax Collector-Treasurer

Automotive Technician  
Chief Accountant-Auditor-Promotional  
Deputy Chief Information Officer-Network & Security Services-Promotional  
Fire Master Mechanic  
Juvenile Detention Officer III-Promotional  
Nutrition Assistant II  
Risk Management Analyst  
Senior Accounting Technician-Promotional

Expire:

Correctional Officer I  
Deputy District Attorney I  
Deputy District Attorney II  
Deputy District Attorney III  
Deputy Probation Officer II  
Deputy Probation Officer III

- E. Adoption of Merit System Services' (MSS) Eligible Lists. *(MSS conducted the recruitments to establish the Lists below. The Lists are presented for adoption only.)*

Child Support Assistant I  
Child Support Program Manager-Departmental Promotional  
Child Support Specialist I-Departmental Promotional

- F. Renewal or Expiration of Merit System Services' (MSS) Eligible Lists. *(MSS conducted the recruitments to establish the Lists below. The Lists are presented for renewal or expiration only.)*

Secretary Recommends:

Extension:

Senior Administrative Analyst  
Staff Services Manager-Promotional

- G. Approval of minutes for the December 11, 2019 Regular Business Meeting.