



## Civil Service Commission

[www.SBCounty.gov](http://www.SBCounty.gov)

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Commissioner

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### SAN BERNARDINO COUNTY CIVIL SERVICE COMMISSION MEETING AGENDA

**Wednesday, December 10, 2025**

LOCATED IN THE CIVIL SERVICE COMMISSION HEARING CHAMBERS

Civil Service Commission meetings are open to the public. Please refer to <https://sbcovid19.com/faq/> for the latest information regarding COVID-19 restrictions in San Bernardino County, including masking and social distancing requirements.

If you wish to make a comment on a specific agenda item or a general public comment prior to the Commission meeting, please submit comments via email at: [CivilSvcCommission@sbcountry.gov](mailto:CivilSvcCommission@sbcountry.gov) by 8:00 AM on the day of the meeting. Comments submitted will be maintained with the meeting record. Public comments may also be submitted via U.S. Mail\* to:

Civil Service Commission  
175 W. Fifth Street, 2nd Floor  
San Bernardino, CA 92415-0410

\*Comments by U.S. Mail must be received by 5:00 PM the day prior to the Commission meeting.

ADA Accessibility: If you require a reasonable modification or accommodation for a disability, please email the Civil Service Commission at: [CivilSvcCommission@sbcountry.gov](mailto:CivilSvcCommission@sbcountry.gov) to request an accommodation. Five days' notice prior to the Commission meeting is required.

#### CALL TO ORDER

#### 9:00 AM - FLAG SALUTE

1. Minutes of November 12, 2025 Civil Service Commission Meeting  
(Orozco, Swanson, Sandoval, Williams)

#### CONSENT ITEMS

The following consent items are expected to be routine and non-controversial and will be acted upon at one time without discussion unless a Commissioner or person in attendance requests that item be held for discussion under **#12 "Deferred Items."**

- |   |  |
|---|--|
| 2. Cancel Civil Service Commission second regular meeting December 24, 2025   | CSC  |
| 3. Grant a Rule 11.2 hearing on an appeal from an order of demotion served on 11/03/25<br><b>Case File # DA-2025-1210-03-I6633 (Aging and Adult Services)</b>   | Natalie Harts<br>Keisha Butler   |
| 4. Grant a Rule 11.2 hearing on an appeal from an order of dismissal served on 11/25/25<br><b>Case File # DA-2025-1210-04-E4545 (Innovation and Technology)</b> | Susan Carl<br>Heather Carmean  |
| 5. Acknowledge Appellant Withdrawal of Appeal from a dismissal served on 01/15/25<br><b>Case File # DA-2025-0212-05-I7543 (ARMC)</b>                            | Barbara Whittington<br>Paige Chretien<br>Yvonne Rodriguez<br>Kenneth Brown |
| 6. Acknowledge Appellant Withdrawal of Appeal from a demotion served on 07/24/25<br><b>Case File # DA-2025-0813-17-I4444 (Transitional Assistance)</b>          | Juan Delgado<br>Janee Collins<br>Dawn Anderson                             |

#### BOARD OF SUPERVISORS

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Second District

**DAWN ROWE**  
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Fifth District

**Luther Snoke**  
Chief Executive Officer

7. Acknowledge County Substitution of Representation from an order of suspension served on 08/15/24  
**Case File # DA-2024-0911-04-I3113 (ARMC)** Barbara Whittington  
Kenneth Brown  
Austin Wallace
8. Acknowledge County Substitution of Representation from an order of suspension served on 08/15/24  
**Case File # DA-2024-0911-04-I3113 (ARMC)** Barbara Whittington  
Kenneth Brown  
Austin Wallace
9. Grant a Rule 3.6(a) Waiver of Examination and Probationary Period  
Reclassification study of position # 53404 and retention of incumbent. Effective 08/23/25  
**Case File # WE-2025-1210-09-K6101 (Senior Office Assistant)** Gina King
10. Grant a Rule 3.6(a) Waiver of Examination and Probationary Period  
Reclassification study of position # 00723 and retention of incumbent. Effective 08/23/25  
**Case File # WE-2025-1210-10-K5938 (Senior Office Assistant)** Gina King
11. Grant a Rule 3.6(a) Waiver of Examination  
Reclassification study of position # 05767 and retention of incumbent. Effective 11/11/25  
**Case File # WE-2025-1210-11-A8758 (Staff Aide)** Gina King

## DISCUSSION ITEMS

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### 12. DEFERRED ITEMS

### 13. PUBLIC COMMENTS

This is an opportunity for anyone to speak on issues which are not on the agenda but are of interest to and within the jurisdiction of the Commission. No action will be taken at this meeting on any such comments.

### 14. COMMISSIONERS' AND STAFF REPORTS

### 15. CALENDAR

(CSC, CNA, Human Resources, SBCPAA, SBCPOA, Teamsters Local 1932, SEBA, SEIU)

16. Status Update from Appellant – Show Cause / Dismiss / Automatic Withdrawal of Appeal  
Rule 2.27 – Mailing Address states in part, “Failure to respond to written notification from the Commission shall be deemed an automatic withdrawal of the appeal.”  
Order of Suspension served 08/15/24  
**Case File # DA-2024-0911-04-I3113 (ARMC)** Barbara Whittington  
Kenneth Brown  
Austin Wallace
17. Acknowledge Hearing Officer's Withdrawal from Appeal  
Order of Termination served 02/24/22  
**Case File # DA-2022-0309-04-G7725** Kasey A. Castillo  
Natalie F. Price  
Gavin Hagey