



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Human Resources
Department No.:
For Agenda Of: 8/22/2023
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director
Maria Elena De Guevara, Human Resources Director
805-568-2817

Contact Info: Yvonne Torres, Assistant Human Resources Director
805-568-3075

SUBJECT: Civil Service Rule Revisions- Phase 1

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form:

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a.) Approve Phase I of II Revisions, to the Civil Service Rules established on November 3, 1970; and
- b.) Determine that the above action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), because it consists of government funding mechanisms and/or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

The County of Santa Barbara recognizes the importance of adapting to the changing needs of its workforce, and has charged the County Human Resources Department (CoHR) with addressing various needs and challenges in the recruitment and hiring process. In an effort to meet this charge, CoHR is proposing several updates to the County Civil Service Rules, which aim to streamline processes, adapt

to changing needs, promote diversity and inclusion and enhance efficiency and innovation for the County. Specifically, these changes will allow flexibility in the hiring process to help the County respond to changing demands and fill positions at a faster pace; and streamline recruitment processes to reduce barriers and ensure vacancies are filled in a timely manner. A summary of proposed changes may be found in Attachment A.

These proposed revisions represent the first phase of a two-phased update the County Civil Service Rules. and the proposed revisions have been carefully considered to ensure fairness and transparency with the merit-based selection principles. The County has met its obligations to meet and confer with labor groups on these proposed changes which have been reviewed by the Civil Service Commission

Background:

Santa Barbara County voters established the current Civil Service System on November 3, 1970. As noted in the County Code, the basic purpose of the Civil Service System is “to maintain a fair and equitable employment relationship between the County and its employees, and to promote and increase economy and efficiency in County service.”

Fiscal and Facilities Impacts:

Budgeted: N/A

Attachments:

- A. Civil Service Rule Revision Summary
- B. Updated Civil Service Rules (redline)

Authored by:

Yvonne Torres, Assistant HR Director

cc:

Civil Service Commission
County Counsel