



DATE: January 27, 2017
TO: Board Members
FROM: 
Kameka Brown, PhD, MBA, NP
Executive Officer
SUBJECT: Executive Officer's Report - Staffing Update

New Employees

- *Office Technician (OT) – Support Services* – This OT position was filled by Dominique Morris effective January 2, 2017. Ms. Morris works as an OT in the Public Counter Unit, Licensing Section. Ms. Morris transferred from the Department of Consumer Affairs, Consumer Information Center.
- *Associate Governmental Program Analyst (AGPA) – Retired Annuitant (RA)* – This AGPA-RA position was filled by Timothy Matsumoto effective December 12, 2016. Mr. Matsumoto works as an AGPA in the Education Unit. Prior to retirement, Mr. Matsumoto served as a Manager III at the California Department of Health Care Services.

Departures

- Sarah Benedict worked as a Staff Services Analyst in the Complaints Unit, Enforcement Division. She accepted a promotion with the Board of Accountancy. Her last day with the Board was November 10, 2016.
- Paul Bradshaw worked as a Special Investigator in the Enforcement Division, Investigations Unit. His last day with the Board was November 4, 2016.
- Lydia Zeigler worked as a Nursing Education Consultant (NEC) in the Education Division. She separated from state service. Her last day with the Board was December 6, 2016.
- Elizabeth King worked as a Staff Services Analyst in the Discipline Unit, Enforcement Division. She accepted a promotion with the California Environmental Protection Agency. Her last day with the Board was December 30, 2016.
- Heidi Temple worked as a Program Technician II in the Evaluations Section. She left the Board to pursue her education. Her last day with the Board was January 13, 2017.
- Gina Bayless worked as a Staff Services Manager II over the Enforcement Division. Her last day with the Board was January 20, 2017.

Vacancies

Board staff are actively recruiting for the following vacant positions:

- Assistant Executive Officer
- SSM II (Enforcement Division)
- SSMI (Support Services Section - new position)
- SSMI (Enforcement/Discipline Unit – new position)
- Nursing Education Consultant (Education Division)
- Nursing Education Consultant (Education Division – Limited Term, new position)
- Associate Governmental Program Analyst (Leg/Regulations Analyst – Limited Term, new position)
- Special Investigator (Enforcement Division/Investigations Unit – candidate selected pending results of background investigation)
- Associate Governmental Program Analyst (Budget Analyst – new position)
- Associate Governmental Program Analyst (Enforcement Division/Complaints Unit – new position)
- SSA - Permanent Intermittent (Evaluations Section – new position)
- SSA (Enforcement Division/Complaints Unit)
- SSA (Enforcement Division/Discipline Unit)
- Management Services Technician (Enforcement Division/Complaints Unit)
- Office Technician (Support Services Section – Cashiering Unit)
- Office Technician - Permanent Intermittent (Enforcement Division/Complaints Unit – new position)
- Program Technician II (Evaluations Section)

Quarterly Staff Meeting

Staff participated in their second quarterly staff meeting on December 13, 2016. The agenda included ice breakers presented by SOLID, a presentation on the Employee Assistance Program Unit (EAP), and union updates presented by the California State Employees Association. Staff were queried following the meeting to provide feedback via a survey, on the value of the meeting.

The Board's Management team will include this feedback in the crafting of the next Quarterly Staff in March 2017.