



HUMAN RESOURCES

Civil Service Rules Under Revision

At the direction of the Board of Supervisors, Human Resources has been in the process of reviewing and overhauling the Civil Service Rules to create a more efficient and modernized Civil Service system. HR has been working with County Counsel on areas previously identified for clarification and incorporation of language to better address the legal aspects of the Rules. Human Resources has compared the County's Rules with other counties' Civil Service Rules, State Civil Service statute, and State personnel rules for improved practices. HR has found many sections within the Rules in need of revision for efficiency and modernization.

The efficiencies review and revision includes:

- The County's pre-employment physicals and background reviews.
- Hiring process from job application to departmental hire.
- Streamlining the recruitment process where possible.
- Timeframes established for due process to reduce delays.

Modernizing the Civil Service Rules includes:

- Providing more clarity and detail in processes where needed.
- Updates to coincide with current employment laws.
- Removal of unnecessary language and replacing outdated language.

HR is anticipating completion of the Civil Service Rules revision by the end of December 2023. The Civil Service Commission would then need to complete their initial review of the revised Rules, HR would then offer bargaining units to meet over Rules sections subject to meet and confer, and then back to the Civil Service Commission for final review and approval of the Rules.

Build Success with a Lifestyle Coach



Lifestyle coaching can significantly enhance well-being, work-life balance, and productivity, leading to improved job satisfaction and a more positive, health-conscious work environment. All County of Mendocino employees, and members of their household, can take advantage of lifestyle coaching, provided for free through the County's [Employee Assistance Program](#). The benefit includes up to six 45-minute sessions **per year** with a certified coach via phone or video. Coaches can assist with things like



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career performance, relationships, sleep, chronic health conditions, personal improvement, and navigating change.

This benefit is in addition to the coaching offered through MCWOW and Virgin Pulse. Employees **do not** earn Wellness Incentive points when they utilize lifestyle coaches through the Magellan EAP.

Click [here](#) for more information about Magellan Lifestyle Coaching.