



November 29, 2012

Board of Directors
Eastern Kern APCD
2700 "M" Street, Suite 302
Bakersfield, CA 93301

SUBJECT: Consider Appointment of Mr. Glen Stephens as the Air Pollution Control Officer for Eastern Kern APCD

Honorable Board:

The APCO position for the District will be vacant on December 15, 2012 when I begin terminal leave as part of my retirement from District service. Your Board, as the appointing authority for the APCO position, interviewed five candidates at your last Board meeting on November 8, 2012. Following those interviews, I was instructed to schedule a special meeting once a selected candidate had identified their conditions of employment.

As directed by your Board, I made a preliminary offer of the APCO position to Mr. Glen Stephens, who is currently employed as an Engineer III-C by the District. During that discussion with Mr. Stephens, it was agreed that I would recommend that your Board appoint him at "C" Step in the authorized salary range for the APCO position with the standard Kern County Management conditions of employment. No other special conditions of employment were requested by Mr. Stephens.

IT IS RECOMMENDED your Board appoint Mr. Glen Stephens as the Eastern Kern APCD Air Pollution Control Officer, effective December 15, 2012, at Step "C" in Salary Range 72.9 of the Kern County Salary Table; authorize the current APCO to inform Kern County Personnel Department of Mr. Stephens' appointment and to take all other steps necessary to implement the appointment.

Sincerely,

A handwritten signature in dark blue ink, appearing to read 'DLJ', with a long, sweeping flourish extending to the right.

David L. Jones
Air Pollution Control Officer

DLJ: dm