

CALIFORNIA AGRICULTURAL COMMISSIONERS AND SEALERS ASSOCIATION

PERSONNEL STANDARDS COMMITTEE

2008 Minimum Education Survey

1. What is number of inspection staff utilized to conduct Weights and Measures inspections, including full time and part time?
2. What is the number of the above who possess Weights and Measures licenses?
3. How many in #1, above, possess a two year degree?
4. How many in #1, above, possess a four year degree?
5. What is the number of those with a four-year degree who are cross-licensed in Ag and Weights & Measures?
6. How many of your staff with a two-year degree would take an Ag. Inspector/Biologist exam if provided the opportunity?
7. When did you last hire someone with a two-year degree for a licensed inspector position?
8. What is the longest tenure of current staff in possession of a two-year degree?
9. Are any of the staff included in #1, above, licensed as a County Deputy Sealer?

CALIFORNIA AGRICULTURAL AND SEALERS ASSOCIATION
PERSONNEL STANDARDS COMMITTEE
2008 MINIMUM EDUCATION SURVEY

COUNTY NAME	QUESTION NUMBER										
	#1	#2	#3	#4	#5	#6	#7 (YEARS)	#8 (YEARS)	#9		
									YES / 2YR	YES / 4YR	NO
ALAMEDA	9	9	0	9	7	0	0	0		2	
AMADOR	3	3	0	3	3	0	0	0		1	
BUTTE	4	4	0	4	0	0	0	0		1	
CALAVERAS	5	4	0	4	4	0	0	0		2	
COLUSA	5	5	0	5	5	0	0	0			X
CONTRA COSTA	16	16	0	16	15	0	25	0		6	
DEL NORTE	No response										
EL DORADO / ALPINE	2	2	0	2	2	0	0	0		1	
FRESNO	8	8	0	8	7	0	35	0			X
GLENN	No response										
HUMBOLDT	No response										
IMPERIAL	No response										
INYO / MONO	3	3	1	2	2	2	6	6	1		X
KERN	No response										
KINGS	7	5	2	4	4	2	13	13		1	
LAKE	3	3	0	3	3	0	0	0			X
LASSEN	No response										
LOS ANGELES	No response										
MADERA	5	5	0	5	5	0	25	25			X
MARIN	No response										
MARIPOSA	1	1	0	1	1	0	0	0		1	
MENDOCINO	No response										
MERCED	4	4	2	2	1	2	6	7	1		
MODOC	No response										
MONTEREY	No response										
NAPA	3	3	1	2	1	6	1	20	1		
NEVADA	3	3	0	3	3	0	0	0		1	
ORANGE	No response										
PLACER	7	7	1	6	5	0	23	23	1	1	
PLUMAS / SIERRA	No response										
RIVERSIDE	11	11	1	10	9	1	3	18		1	
SACRAMENTO	13	13	1	12	8	0	20	20	1	1	
SAN BENITO	4	3	1	3	3	0	10.5	10.5		1	
SAN BERNADINO	19	18	1	18	12	1	0.6	0.6		4	
SAN DIEGO	21	18	3	19	11	1	0	8		5	
SAN FRANCISCO	5	5	0	5	1	0	0	0			
SAN JOAQUIN	5	5	1	5	2	1	9.2	7			X
SAN LUIS OBISPO	4	4	1	2	1	0	17	17	1		
SAN MATEO	15	15	0	15	15	0	0	0			X
SANTA BARBARA	3	3	2	1	1	2	0.75	24			X
SANTA CLARA	No response										
SANTA CRUZ	2	2	0	2	2	0	0	0		1	
SHASTA	7	5	1	1	2						X
SISKIYOU	2	2	0	2	5	0	0	0		1	
SOLANO	No response										
SONOMA	8	7	2	5	2	2	0.5	15		2	
STANISLAUS	5	5	0	5	4	0	40	40			X
SUTTER	No response										
TEHAMA	4	4	0	4	4	0	0	0			X
TRINITY	No response										
TULARE	6	5	0	6	5	0	0	0		2	
TUOLUMNE	No response										
VENTURA	6	5	3	3	1	3	2	7			X

YOLO	3	3	0	3	2	0	0	0		1	
YUBA	7	6	0	7	7	0	0	0		1	

238 224 24 207 165 23

SUMMARY OF TOTALS

Out of 55 County Jurisdictions, received 37 Responses (67% Response Rate)

238 staff perform Weights and Measures inspections (includes full and part time)

224 staff performing Weights and Measures inspections are licensed (94%)

24 staff performing Weights and Measures inspections have a two-year degree (10%)

207 staff performing Weights and Measures inspections have a four-year degree (87%)

165 staff performing Weights and Measures inspections also have Agricultural licenses (69%)



March 12, 2008

A.G. Kawamura, Secretary
California Department of Food and Agriculture
1220 N Street, Suite 400
Sacramento, CA. 95814

Dear Secretary Kawamura:

On behalf of the California Agricultural Commissioners and Sealers Association (CACASA), I am respectfully requesting your assistance with implementing a change to the minimum education requirements for candidates applying for a County Weights and Measures Inspector license. On December 7, 2007 CACASA voted (*see attachment A*) to forward a proposal, presented to the Personnel Standards committee, requesting that you approve the minimum education requirement of a four-year degree, in the same disciplines deemed appropriate for the Weights and Measures licenses. The change would create an equitable level of education as is required for a County Ag Inspector/Biologist license. Our proposal would require changes to CCR Sections 105 and 108 (*see attachment B*).

In recognition of what is involved with regulatory change, CACASA agreed at its recent February meeting to request that the proposed change be placed on the 2008 Rulemaking calendar as a way to expedite its implementation (*see attachment C*). It is generally felt that elevating the minimum education requirement for future Weights and Measures inspectors will provide valid options to County Agricultural Commissioners-Sealers through effective use of appropriate cross-training of Weights and Measures staff, the same as is currently practiced with cross-training of Ag Inspectors/Biologists.

We are hopeful that you would agree to the proposed change as it would alleviate a long-standing inequity in the education requirements for licensed County staff. If you have any questions or should require more information, please give me a call.

Respectfully,

W. Earl McPhail, President
California Agricultural Commissioners and Sealers Association

cc: Kevin Masuhara, CDFA County/State Liaison
Mark Quisenberry, CACASA Executive Secretary
Tim Niswander, CACASA Personnel Standards Committee Chairman

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Agricultural Commissioner
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Mike Boitano, President Elect
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Mark Quisenberry, Executive Secretary
Sutter County
Agricultural Commissioner /
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530/822-7500

CALIFORNIA AGRICULTURAL COMMISSIONERS
& SEALERS ASSOCIATION

Personnel Standards Committee

MINUTES

Thursday, December 6, 2007
9:00 a.m. to 10:30 a.m.
California Room, Capitol Plaza Holiday Inn
Sacramento, CA.

Committee Members:

Tim Niswander, Chair	Gary Caseri	John Falkenstrom	Steve Birdsall
David Moore	Mary Mutz	Dennis Bray	George Milovich
Dennis Gudel	Karl Bishop	Lisa Correia	
Harinder Grewal, CASAP*	Gregory Gee Asst. CAC/Sealer*		

- I. Call to Order
- II. Minutes of August 8, 2007 **M/S/P** Approved.
- III. Reports
 - a. CDFA ~ *Grizard*:
 - i. Exam results went out last week on technical license exams, Deputy Exam results will be out the week of December 10.
 - ii. 400 people took the exams.
 - iii. Aileen introduced two personnel technicians of the Exam Unit, Paulette Montez, and Jody Vatner (recently hired).
 - iv. Commissioner/Sealer/Deputy written exams closing date for written is Dec. 28.
 - b. ACASA ~ *Gregory Gee*:
 - i. Sacramento valley hosted a successful ACASA conference. They had speakers from CDFA, DPR, the Sacramento Co. District Attorney and a Placer County Board member, Dan Webb and others.
 - ii. Next conference will be hosted by the North.
 - c. CASAP ~ *Grewal*:
 - i. CASAP hosted 2 professional development workshops at 2 locations.

- ii. 3 management exam workshops are pending.
- iii. Annual conference is again going to be held in Monterey on January 19 and 20. CASAP invites all CACASA members to attend.
- d. Exam Review ~ *Niswander*
 - i. CPS (Cooperative Personnel Services) has submitted a report to CDFA that provides a cost estimate to do a job study for exam relevancy. The report has been reviewed by the Subcommittee.
 - ii. See item IV. a., below, for details pertaining to the Exam Review Subcommittee's recommendation for changes to the Oral Exams.

IV. Unfinished Business

- a. Exam Review Recommendation ~ *Niswander*:
 - i. Tim Niswander led a discussion of the Exam Review Subcommittee's recommended change to this year's (2008) oral exams. The intent is to examine for skills and knowledge necessary to manage in county government. There was also discussion regarding whether to retain orals for Deputy Commissioner and Deputy Sealer, with the majority of area group representatives favoring retention at both levels (*see attachment A*).

The proposed changes were **M/S/P** to recommend, as presented, their adoption to the CACASA Board of Directors for recommendation to CDFA to take effect for 2008.
 - ii. There was also discussion regarding the length of time written examinations should be valid.

It was **M/S/P** to recommend to the Board of Directors to propose to CDFA that success in the written exam for Deputy, Commissioner, & Sealer be effective for 5 years instead of the current 2 years for purposes of applying for the corresponding oral exam.
- b. Deputy Oral Exam Status ~ *Niswander*
 - i. This item was concurrently covered by inclusion in the recommendation from the Exam Review Subcommittee and the subsequent motion in item IV, a., i., above.

V. New Business

- a. Minimum Qualifications (Biologist/Inspector) Proposals
 - i. Following discussion it was **M/S/P** to recommend to the Board of Directors that the proposal for minimum qualifications for County Agricultural Biologist/Inspector Exams, identified as the Coast/Sac Valley proposal, be forwarded to CDFA as a recommended adjustment to the current inequity in minimum qualifications (*see attachment B*).

- b. CASAP By-Laws ~ *Grewal/Niswander*
 - i. After discussion it was **M/S/P** to recommend to the Board of Directors that the California Association of Standards and Agricultural Professionals (CASAP) revised Constitution and Bylaws be approved (*see attachment C*).
- c. CACASA Handbook (pages 41-48) ~ *Niswander*
 - i. After discussion it was **M/S/P** to recommend to the Board of Directors that the CACASA Handbook be amended to replace pages 46 and 47, with a single page, to clarify the Special Achievement and Manager Awards Calendar procedure (*see attachment D*).
- d. Licensing/Examination Fees ~ *Caseri/Carl*
 - i. After discussion it was **M/S/P** to recommend to the Board of Directors that the proposal for modifying the Agriculture and Weights and Measures Licensing Examination/Renewal Fees, including Inspector/Biologist, Deputy, Commissioner, and Sealer, be forwarded to CDFA for its consideration (*see attachment E*).

Submitted by interim Secretary, David Moore

CACASA Proposed Change to the Minimum Qualification for County Agricultural Biologist/Inspector Exam and Minimum Education for County Weights and Measures Inspector, as voted at its December 7, 2007 meeting:

To Request that the Secretary of the California Department of Food and Agriculture amend Title 3, CCR sections 105 and 108 as follows:

S 105. Minimum Qualifications- County Agricultural Inspector/ Biologist:

The following are the minimum qualifications for admission to the licensing examination for County Agricultural Inspector/Biologist:

Either I

Possession of one or more valid statewide specific category licenses as a County Inspector/Biologist or County Weights and Measures Inspector;

Or II

Education:

(No change to current wording).

S 108. Minimum Qualifications- County Weights and Measures Inspector:

The following are the minimum qualifications for admission to the licensing examination for County Weights and Measures Inspector:

Either I

Possession of one or more valid statewide specific category licenses as a County Weights and Measures Inspector or County Agricultural Biologist. ~~and permanently employed as a County Weights and Measures Inspector or County Agricultural Inspector Biologist.~~

Or II

Education:

~~(1) Equivalent to graduation from college with major work in chemistry, physics, mathematics, engineering or other job related majors such as law enforcement commerce and marketing.~~ Possession of a Bachelor's degree from an accredited four-year college with specialization in one or more appropriate disciplines in physical sciences, mathematics, engineering, law enforcement, commerce or marketing as determined by the Secretary.

(Registration in a recognized college as a senior majoring in one or more fields will admit applicants to the examination but a ~~certificate~~ license will not be issued until graduation).

The scope of the examination may include the following:

(No Change in current wording).

Or

(2) Eliminate.

Or III

(1) Eliminate.

(2) Eliminate.

CALIFORNIA AGRICULTURAL COMMISSIONERS
& SEALERS ASSOCIATION

Personnel Standards Committee

MINUTES

Thursday, February 7, 2008
3:00 p.m. to 4:00 p.m.
CDFA Auditorium
Sacramento, CA.

Committee Members:

Tim Niswander, Chair	Gary Caseri	Steve Birdsall
David Moore	Mary Mutz	Dennis Bray
Dennis Gudel	Rick Gurrola	George Milovich

- I. Call to Order
- II. Minutes of December 6, 2007 Approved.
- III. Reports
 - a. CDFA ~ *Grizard*:
 - i. Exam bulletins will be released February 8 on the CDFA county notification system.
 - ii. There will be an additional written Deputy exam given with the August exams.
 - iii. Successfully passing management exams will qualify the individual to take oral exams for 5 years, instead of the 2 year period in the past.
 - iv. At the present time, exam fees remain unchanged.
 - v. CDFA (Grizard) will attend the Chico State job fair.
 - vi. CDFA is examining the written Commissioner, Sealer and Deputy exams and will report back at the spring conference.
 - vii. CDFA will supply Commissioners and Sealers with the specific unit requirements for new applicants to qualify for license exams, thereby giving the Counties the information necessary to assess applications.
 - viii. All License exam application forms are being converted to PDF files.
 - b. CASAP ~ *Niswander*.

- i. There was a good turnout of Commissioner/Sealers at the recent CASAP conference. Overall attendance was the largest ever.
 - ii. The CASAP President will be invited to the Spring Conference.
 - c. Exam Review Update~ *Niswander*
 - i. Jim Shattuck and Kevin Masuhara gave an exam review update for the upcoming round of management orals at the CASAP conference, additional sessions are being scheduled.
 - ii. The oral questions are now being developed.
- IV. Unfinished Business
 - a. Minimum Qualifications Recommendation ~ *Bray*
 - i. CDFA was encouraged to move forward with the minimum qualification recommendation from the CACASA winter conference.
 - ii. **MSP** to recommend to the Board of Directors that CACASA prepare a letter requesting that CDFA place CACASA's recommendation concerning minimum qualifications for Agricultural Biologist/Weights and Measures Inspector licenses on their 2008 rulemaking calendar.
- V. New Business
 - a. Personnel Standards letter ~ *Sacramento Valley*
 - i. The need for a letter that county Commissioners and Sealers could use to educate their CAO's, Board of Supervisors and others was discussed.
 - ii. **MSP** to recommend to the Board of Directors that we prepare a template for a letter concerning recruitment and retention issues for Agricultural Commissioners and Sealers that may then be used by individual Commissioner/Sealers within their counties.
 - b. Legality of unlicensed "managers" ~ *Sacramento Valley*
 - i. This was an information item only; the exam review committee is looking at improving the process to increase management position applicants and the need for counties to employ interim managers as they earn the appropriate licenses.
 - c. CASAP March Workshop ~ *Niswander*
 - i. Commissioners and Sealers are encouraged to attend March mock oral panels to assist in preparing exam takers.

Submitted by interim Secretary, David Moore