



ADMINISTRATIVE BULLETIN NO. 10

Issued: March 29, 2022

SUBJECT: ELECTION PROGRAM FOR MANAGEMENT EMPLOYEES (Bargaining Units D and M)

County Departments shall provide a minimum of 50% of their management staff to work as site supervisors, field representatives or other election worker positions for all primary, general, and special elections. Public Safety managers in the Fire Department, Probation Department, and Kern County Sheriff's Office are exempt from this requirement. In the event that a County department is unable to meet the 50% requirement, the Kern County Registrar of Voters may allow the department to fulfill this requirement using employees classified as Confidential. The County department is responsible for paying any overtime costs associated with providing Confidential employees in lieu of management employees.

All management/exempt employees have two options for compensation when required to serve as election workers:

- Receive one (1) alternate day off (8 hours)
- Receive an all-inclusive stipend based on their assignment at the then current approved rate.

If a County department, due to its source of funding, is prohibited from using their funding to pay management/confidential employees for serving as election workers, the Elections Division will provide full reimbursement of the salaries and benefits for the employees of that department.