



Board of Behavioral Sciences

Memo

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To: Board Members
From: Laurie Williams
Human Resources Liaison
Date: October 27, 2021
Telephone: (916) 574-7850

Subject: Personnel Update – November 2021

NEW EMPLOYEES

Assistant Executive Officer / Executive Office – Effective November 2, 2021, Marlon McManus will serve as the Assistant Executive Officer. Mr. McManus has performed the duties of a Staff Services Manager I (SSMI) over the Consumer Complaint & Investigations Unit for the last six years. Prior to his management position, he served over seven years as an Enforcement Analyst for the Board.

DEPARTURES

Cassandra Kearney's last working day was September 30, 2021. Ms. Kearney's official retirement date will be April 1, 2022. She served as the Licensing Unit's SSMI.

Darlene York will officially retire from the Board effective December 8, 2021. Ms. York was a Staff Services Analyst (SSA) and served as the lead Licensed Clinical Social Worker (LCSW) Evaluator.

Kelly France accepted a promotion with the Department of Fish & Game. Ms. France served as an LCSW Evaluator. Her last day at the Board will be November 1, 2021.

VACANCIES

The Board currently has nine vacancies. Recruitment efforts are underway to fill the following vacancies:

SSMI / Consumer Complaint & Investigations Unit / Enforcement – This manager will oversee the Consumer Complaint & Investigations Unit. A request to fill this vacancy will be submitted to OHR in early November.

SSMI / Licensing Unit – This manager will oversee the Licensing Unit. The Board has submitted a request to fill this vacancy and is awaiting approval from OHR to begin recruitment.

Associate Governmental Program Analyst (AGPA) / Discipline & Probation Unit / Enforcement – This position will serve as a Disciplinary Analyst. The Board has submitted a request to fill this vacancy and is awaiting OHR approval to begin recruitment.

SSA / Criminal Conviction Unit / Enforcement – The SSA will perform the complex analytical duties regarding applicant background investigations. The Board is in the process of interviewing candidates.

Management Services Technician (MST) / Licensing (3 vacancies) – Two of these positions will serve as Licensed Marriage and Family Therapist Evaluators and one position will serve as an LCSW Evaluator. A request to fill these vacancies will be submitted to OHR at the end of October.

MST / Registration, Examination & Cashiering Unit - This position will serve as an Examination Technician. A request to fill this vacancy will be submitted at the end of October.

Office Technician / Administration Unit - This position will serve as the main receptionist for the Board. Recruitment for this position will be initiated following management's review of the duty statement.