



Board of Behavioral Sciences

Memo

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To: Board Members
Date: February 7, 2022
From: Laurie Williams
Human Resources Liaison
Telephone: (916) 574-7903
Subject: Personnel Update

NEW EMPLOYEES

Staff Services Manager I (SSMI) / Licensing Unit

Effective January 10, 2021, Lisa Cigelske was promoted to SSMI of the Licensing Unit. She previously served as the Board's Performance Analyst, Communications Analyst, and BreEZe Liaison. She also oversaw the Board's website and hosted Facebook Fridays.

Associate Governmental Program Analyst (AGPA) / Discipline & Probation Unit / Enforcement

Effective January 12, 2022, Lisa Santolin promoted within the Discipline & Probation Unit as the Discipline Analyst. She previously served as the Office Technician in this unit.

Management Services Technician (MST) / Registration, Examination & Cashiering Unit

Effective February 7, 2022, Paul Drabkin was promoted within the Cashiering Unit. He will perform the cashiering functions for registration applications.

DEPARTURES

Alicia Day will retire from the Board on June 30, 2022. She served as a cashier in the Cashier Unit.

VACANCIES

The Board currently has eleven (11) vacancies. Recruitment efforts to fill these vacancies are as follows:

SSMI / Consumer Complaint & Investigations Unit / Enforcement

Board management has completed the interviews and is determining the best candidate for this vacancy.

AGPA / Administration Unit

This position functions as the Board's Performance Analyst, Communications Analyst, BreEZe Liaison, and will oversee the BBS website. Board management is currently reviewing the duty statement and will submit a request to fill this vacancy in the coming weeks.

AGPA / Licensing Unit

The Board received approval to upgrade an MST vacancy in the Licensing Unit to an AGPA. This position will serve as the lead analyst, performing a wide variety of complex analytical duties regarding licensing, outreach, and performance management. Board management has completed interviews and is awaiting approval from the Office of Human Resources (OHR) of the chosen candidate.

Staff Services Analyst (SSA) / Criminal Conviction Unit / Enforcement

This position will perform the analytical duties regarding applicant background investigations. Board management is in the process of reviewing the duty statement for this position.

SSA / Licensing Unit

This position will serve as the lead analyst, performing a variety of analytical duties as an LCSW evaluator. Board management has completed the interviews and is awaiting final approval of the chosen candidate.

MST / Licensing Unit (2 vacancies)

These positions serve as the LMFT evaluators. Board management has completed the interviews and is awaiting final approval of the chosen candidates.

Office Technician (OT) / Administration Unit

This position serves as the main receptionist for the Board. Recruitment will be initiated following Board management's review of the duty statement for this position.

OT / Discipline & Probation Unit / Enforcement

This position serves as the coordinator for the Cite & Fine Program and Expert Reviewer Program. This position will serve as the technician for the Office of Attorney General cases, as well as provide clerical support to the unit. Recruitment will be initiated following Board management's review of the duty statement for this position.

OT / Registration, Examination & Cashiering Unit (2 vacancies)

These vacancies serve as cashiers. Board staff will submit a request to fill these vacancies in the coming weeks.