

Santa Clara County Office of Education

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***PUBLIC NOTICE
PERSONNEL COMMISSION AGENDA
REGULAR MEETING #389
OCTOBER 19, 2011
BOARD ROOM
10:00 A.M.**

- I. CALL TO ORDER**
- II. ROLL CALL**
 - President - Libby Spector
 - Vice President - Nicholas Gervase
 - Member - Rodney Martin
- III. APPROVAL OF AGENDA #389 – October 19, 2011-----ACTION**
- IV. APPROVAL OF MINUTES #388 – September 14, 2011-----ACTION**
- V. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS**
- VI. UNFINISHED BUSINESS**
- VII. NEW BUSINESS**
 - A. Correspondence:-----INFORMATION
 - Manager-Payroll Services
 - Manager-Unemployment Services
 - B. Revision of Classification Specifications: Education Outreach Specialist, Coordinated School Health (CSH)-----ACTION (OTBS Unit)
 - C. Establishment of Classification Specifications: Assistant Controller (CL MGT)-----ACTION
 - D. Establishment of Classification Specifications: Budget Officer (CL SUPV)-----ACTION
 - E. Applicant Appeal - Rejection of Application-----ACTION
 - F. Approval of Eligibility Lists-----ACTION
 - G. Monthly Vacancy Status Report-----INFORMATION
- VIII. SECRETARY’S REPORT**
- IX. FUTURE MEETINGS OR DISCUSSION ITEMS**
- X. ADJOURNMENT**

NOTE: This agenda will be posted on all County Office of Education bulletin boards. Additional information regarding items on this agenda is available from Classified Personnel Services. Personnel Commission reserves the right to receive issues which are brought up from the floor and refer them to staff for further attention. Oral presentations to the Personnel Commission are limited to five (5) minutes
PJG/bjm/icon