

**PERSONNEL COMMISSION
REGULAR MEETING #522
MARCH 8, 2023, 10:00 A.M.
APPROVED MINUTES**

I. CALL TO ORDER

The meeting was called to order by President Libby Spector at 10:00 a.m.

II. ROLL CALL

MEMBERS PRESENT	STAFF PRESENT
Libby Spector, President Nicholas Gervase, Vice-President Rod Adams, Member	Marisa Perry Yasmeen Husain Alice Serraoon Shahana Shah

OTHERS PRESENT	
Dr. Mary Ann Dewan Larry Oshodi Stephanie Gomez Marcela Miranda	Howard Stiskin Angela Ballou Kris Schmersey

III. APPROVAL OF AGENDA

MOTION #522-1: The Commission approved Agenda #522, March 8, 2023, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #522-1: carried unanimously.

IV. APPROVAL OF MINUTES

MOTION #522-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #521, February 8, 2023, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

MOTION #522-2: carried unanimously.

V. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS

None

VI. NEW BUSINESS

A. Approval of Classification Specification Retitling and Revision

MOTION #522-3: The Commission approved revising the classification specification and retitling the classification Chief Business Officer to Assistant Superintendent – Business Services, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

MOTION #522-3: carried unanimously.

B. Approval of Classification Specification Retitling and Revision

MOTION #522-4: The Commission approved revising the classification specification and retitling the classification Chief Technology Officer to Head of Technology, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #522-4: carried unanimously.

C. Approval of Establishing Classification and Associated Classification Specification

MOTION #522-5: The Commission approved establishing the following classification and associated classification specification, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #522-5: carried unanimously.

Classification

- **Supervisor – Risk and Liability, Range 10**

D. Approval / Ratification of Establishing and / or Extending Eligibility Lists

MOTION #522-6: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #522, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #522-6: carried unanimously.

#	CLASSIFICATION	ELIGIBLE LIST DATE EST.	UNIT	# OF ELIGIBLE	# OF RANKS
1	Custodian I/II	02/10/23	OSS	6	6
2	Migrant Education Program Recruiter	02/10/23	OTBS	1	1
3	Paraeducator	02/13/23	AIDES	10	Unranked
4	Child Development Specialist	02/15/23	OTBS	2	2
5	Administrative Assistant IV	02/16/23	OTBS	11	9
6	Administrative Research Assistant	02/21/23	OTBS	8	5
7	Office Specialist - Restricted	02/21/23	OTBS	11	9
8	Manager - Risk and Liability	02/22/23	LT	1	1
9	DevOps Engineer	02/24/23	OTBS	4	4
10	Applications Systems Analyst	03/02/23	OTBS	6	6

E. Monthly Vacancy Status Report – March 8, 2023

Director Perry reported on the Monthly Vacancy Status Report and positions filled. The Commission accepted the report as delivered.

VII. SECRETARY'S REPORT

Director Perry reported on the following:

- Mr. Rod Adams, Alice Serran and Shahana Shah will be attending the Merit Academy from April-July 2023.
- Classified Personnel Services attended the job fair at West Valley College with the Educator Preparation Programs Department and Early Learning Services Department.
- The Personnel Commission budget will be discussed at the April meeting.

Ms. Libby Spector asked if there were any updates on the classification study. Mr. Larry Oshodi stated that the office is still in the process of reviewing different consultants in order to identify one that will provide recommendations on the process. More specifics will be provided at the April meeting.

Mr. Nicholas Gervase asked if districts have completed negotiations with their bargaining units. Mr. Larry Oshodi stated that negotiations are still ongoing for some districts, but that the SCCOE and SEIU have agreed on a 2-year closed contract.

Ms. Angela Ballou asked Dr. Mary Ann Dewan regarding the status of enrollment in the county and the state. Dr. Mary Ann Dewan stated that there has been an overall decline in enrollment in public, charter and private schools.

VIII. CLOSED SESSION @ 10:35 A.M.

- A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: Director III - Human Resources / Classified Personnel Services

IX. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, April 12, 2023, at 10:00 a.m.

X. ADJOURNMENT

The meeting adjourned at 11:13 a.m.

Respectfully submitted,



Marisa Perry
Ex-Officio Secretary, Personnel Commission