

Santa Clara County Office of Education

PERSONNEL COMMISSION
UNADOPTED MINUTES
REGULAR MEETING #397
July 24 2012

- Members Present: Nick Gervase, President
 Rodney Martin, Vice President
 Libby Spector, Member
- Staff Present: Philip Gordillo, Executive Director of Human Resources
 Barbara Monges, Assistant to the Director, Classified Personnel
 Sheila Lopez, Acting Director-Classified Personnel
- Others Present: Monica Sanchez-Lopez, Senior Executive Assistant, Deputy Superintendent
 Gina Liebig, Manger-Evaluation & Research

The meeting was called to order by President Gervase at 10:05 A.M.

Approval of Agenda

MOTION #397-1 by Ms. Spector seconded by Mr. Martin to approve Agenda #397, July 24, 2012.
MOTION #397-1 carried unanimously.

Approval of Minutes #58 – July 2, 2012

MOTION #58-2 by Ms. Spector, seconded by Mr. Martin to approve minutes #58, July 2, 2012.
MOTION #58-2 carried unanimously.

Hearing of Persons Desiring to Address the Commission to Present Petitions

Unfinished Business

New Business

- A. Establishment of Classification Specifications: Chief Strategy Officer (Senior Mgt)
MOTION #397-3 by Mr. Martin, seconded by Ms. Spector to approve the establishment of the class specifications belonging to Chief Strategy Officer at salary to be determined by the Superintendent of Schools effective August 1, 2012.
MOTION #397-3 carried unanimously.
- B. Approval of Eligibility Lists
Merit Rule 9.02 states that *“Eligibility Lists shall be presented to the Personnel Commission for approval.”*
Therefore, the Executive Director respectfully recommends the Personnel Commission approve the establishment of the following list(s):

	Classification	Date	Unit	Number Eligible Persons	Number Ranks
1.	Assistant Teacher/Associate Teacher – Restricted	6-29-12	Aides	16	9
2.	Technology Support Specialist	7-5-12	OTBS	6	5
3.	Bus Driver	7-9-12	OSS	8	7
4.	Paraeducator – Special Education	7-10-12	Aides	39	39

(ACS): Alternate Class Series

C. Secretary's Report

Ex-Officio Gordillo reported on the following:

- Thanked Ms. Sheila Lopez for committing to the position of Acting Director of Classified Personnel for a year.
- The progress of the Classification study being conducted by Mr. Ewing.
- The Health Care Cost Containment Committee (HCCCC) is meeting regularly with the new broker, Alliant, to form new health care options for employees. The news regarding health care options is not optimistic but the Committee is hoping to offer viable options to employees.
- Ms. Lopez reported that she is busy reviewing pending Personnel issues.

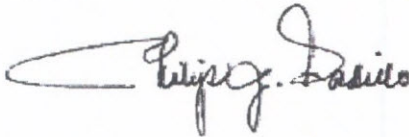
D. Future Meetings or Discussion Items

The next meeting of the Personnel Commission is scheduled for August 8, 2012.

E. Adjournment

The meeting adjourned at 11:15 A.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Philip J. Gordillo". The signature is written in a cursive style with a large, sweeping initial "P".

Philip J. Gordillo
Ex-Officio Secretary, Personnel Commission