

Santa Clara County  Office of Education

**PERSONNEL COMMISSION  
SPECIAL MEETING #70  
APRIL 18, 2018  
UNADOPTED MINUTES**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

**MEMBERS PRESENT**

Nicholas Gervase, President  
Rodney Martin, Vice President  
Libby Spector, Member

**STAFF PRESENT**

Veronica Contreras, Executive Assistant

**III. APPROVAL OF AGENDA**

**MOTION #70-1:** The Commission approved the Personnel Commission Agenda #70, April 18, 2018, moved by Mr. Rodney Martin, and seconded by Ms. Libby Spector.

**MOTION #70-1:** carried unanimously.

**IV. UNFINISHED BUSINESS – CLOSED SESSION (10:06 a.m.)**

A. Public Employee Employment and / or Appointment: Director III – Human Resources / Classified Personnel Services (Merit Rule 4.14 / Government Code Section 54957)

**V. REPORT OUT OF ACTIONS TAKEN IN CLOSED SESSION (11:25 a.m.)**

A. President Nicolas Gervase reported the Commission appointed Mr. Jonathan Muñoz as Director III – Human Resources / Classified Personnel Services, pending references. Announcement of acceptance to be made at the next regular meeting, May 9, 2018. Mr. Muñoz began his career with the Santa Clara County Office of Education (“SCCOE”) as a Classified Personnel Specialist in September 2011. In May 2016, Mr. Muñoz returned to SCCOE as the Supervisor – Classification and Recruitment, after being employed with the City of San Jose as an Employment Analyst. Most recently, Mr. Muñoz served as the Interim Director – Human Resources / Classified Personnel Services since the fall of 2017. Mr. Muñoz has a master’s degree and a great deal of relevant work experience in Civil Service and the Merit System. In addition, Mr. Muñoz is a Board Member for the School Personnel Commissioners Association of Northern California.

**VI. ADJOURNMENT**

The meeting adjourned at 11:26 a.m.

Respectfully submitted,



Jonathan Muñoz  
Interim Director, Classified Personnel Services