

**PERSONNEL COMMISSION  
REGULAR MEETING #486  
MARCH 11, 2020, 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 Rodney Martin, Member	Marisa Perry, Interim Director III-HR/Classified Personnel Services Linda Gore, Executive Assistant

OTHERS PRESENT
Anisha Munshi, Assistant Superintendent-Personnel Services Angela Ballou, Occupational Therapist Marilyn DeRouen, Foster Youth Services Liaison Tammy Dhanota, SEIU

**III. APPROVAL OF AGENDA**

**MOTION #486-1:** President Spector requested a motion to change the order of Agenda #486, March 11, 2020, to discuss item IX. Unfinished Business - Closed Session, before item VI. New Business. The Commission approved the change, moved by Mr. Rodney Martin, and seconded by Mr. Nicholas Gervase.

**MOTION #486-1:** carried unanimously.

**IV. APPROVAL OF MINUTES**

**MOTION #486-2:** The Commission approved the Minutes for the Regular Personnel Commission Meeting #484, January 15, 2020, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

**MOTION #486-2:** carried unanimously.

**MOTION #486-3:** The Commission approved the Minutes for the Personnel Commission Special Meeting #74 (closed session), February 5, 2020, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

**MOTION #486-3:** carried unanimously.

**MOTION #486-4:** The Commission approved the Minutes for the Personnel Commission Special Meeting #75 (closed session), February 19, 2020, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

**MOTION #486-4:** carried unanimously.

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

None

**MOTION #486-5:** President Spector requested a motion to change back to the original order of Agenda #486, March 11, 2020, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

**MOTION #486-5:** carried unanimously.

**VI. NEW BUSINESS****A. Approval / Ratification of Establishing and / or Extending Eligibility Lists**

**MOTION #486-6:** The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #486, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

**MOTION #486-6:** carried unanimously.

#	CLASSIFICATION	DATE	UNIT	NUMBER OF ELIGIBLES	NUMBER OF RANKS
1	Office Specialist - Restricted	01/08/20	OTBS	5	4
2	Paraeducator - Special Education	01/16/20	AIDES	6	Unranked
3	Language Translator - English/Spanish	01/22/20	OTBS	5	4
4	Print Services Technician - Lead	01/22/20	OTBS	3	3
5	Director III - Data & Analytics Development	01/23/20	LT	4	4
6	Migrant Education Program Advocate	01/23/20	OTBS	8	7
7	Director III - HR/Classified Personnel Services	01/28/20	LT	4	4
8	Human Resources Specialist I/II (Internal Only)	01/29/20	OTBS	0	0
9	Manager - Facilities & Construction	01/29/20	LT	9	8
10	Associate Teacher - Restricted	01/30/20	AIDES	6	6
11	Specialized Physical Health Care (SPHC) Assistant	01/31/20	AIDES	8	6
12	Manager - Safe & Healthy Schools	02/06/20	LT	1	1
13	Custodian	02/11/20	OSS	6	5
14	Director III - Government Relations	02/13/20	LT	1	1
15	Staffing Specialist, Human Resources	02/19/20	OTBS	12	8
16	Data Warehouse Analyst	02/20/20	OTBS	6	6

**B. Monthly Vacancy Status Report – March 11, 2020**

Ms. Marisa Perry, Interim Director III – HR/Classified Personnel Services, reported on the Monthly Vacancy Status Report and positions filled. The Commission accepted the report as delivered.

**VII. SECRETARY'S REPORT**

Ex-Officio Secretary Perry reported on the following:

**A. Seniority List**

The seniority list is currently being updated, with an anticipated completion within the next two weeks. Copies will be provided for the Commissioners for review at the April, 2020 meeting.

**VIII. FUTURE MEETINGS OR DISCUSSION ITEMS**

The next Personnel Commission regular meeting is scheduled for Wednesday, April 8, 2020, at 10:00 a.m.

**IX. CLOSED SESSION (10:10 a.m.)**

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

**X. REPORT OUT OF ACTIONS TAKEN IN CLOSED SESSION, IF ANY (11:40 a.m.)**

**A.** No actions taken.

**B.** The Commission met with Dr. Mary Ann Dewan, County Superintendent of Schools to review the position of Director – HR/Classified Personnel Services. It was agreed to re-post the Director position for recruitment.

**XI. ADJOURNMENT**

The meeting adjourned at 11:41 a.m.

Respectfully submitted,



Marisa Perry  
Ex-Officio Secretary, Personnel Commission