

**PERSONNEL COMMISSION
REGULAR MEETING #489
JUNE 10, 2020, 10:00 A.M.
ZOOM VIRTUAL MEETING**

<https://sccoe.zoom.us/j/94894632047?pwd=NDJKTnlzcm1qNFp1cEVpckk1aWFKZz09>

DIAL IN NUMBER: 1 669 900 6833

MEETING ID: 948 9463 2047

PASSWORD: 759051

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	Marisa Perry
Nicholas Gervase, Vice President	Linda Gore
Rodney Martin, Member	Meipo Flores

OTHERS PRESENT	
Mary Ann Dewan	Tammy Dhanota
Anisha Munshi	Kellie Guevara
Angela Ballou	Rema Kumar

III. APPROVAL OF AGENDA

MOTION #489-1: The Commission approved Agenda #489, June 10, 2020, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

MOTION #489-1: carried unanimously.

IV. APPROVAL OF MINUTES

MOTION #489-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #488, May 13, 2020, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

MOTION #489-2: carried unanimously.

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

None

VI. NEW BUSINESS

A. Approval of Classification Specification Revision and Reallocation

MOTION #489-3: The Commission approved revising the classification specification and range modification for the position of Manager – Strategy and Implementation, moved by Mr. Nicholas Gervase, and seconded by Mr. Rodney Martin.

MOTION #489-3: carried unanimously.

Classification

- **Manager – Strategy and Implementation, Range 11**

B. Approval of the Personnel Commission Meeting Calendar for 2020-2021

MOTION #489-4: The Commission approved the proposed Personnel Commission Meeting Calendar for 2020-2021 within Personnel Commission Agenda #489, moved by Mr. Rodney Martin, and seconded by Mr. Nicholas Gervase.

MOTION #489-4: carried unanimously.

Month	Date	Year	Day	Meeting Category
July	15*	2020	Wednesday	Regular
August	12	2020	Wednesday	Regular
September	09	2020	Wednesday	Regular
October	14	2020	Wednesday	Regular
November	18*	2020	Wednesday	Regular
December	09	2020	Wednesday	Regular
January	13	2021	Wednesday	Regular
February	10	2021	Wednesday	Regular
March	10	2021	Wednesday	Regular
April	14	2021	Wednesday	Regular
May	12	2021	Wednesday	Regular
June	09	2021	Wednesday	Regular

*July 15 and November 18 are the third Wednesday of the month.

C. Monthly Vacancy Status Report – June 10, 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. Office Updates

Information was provided regarding additional layoffs in Special Education. Classified Personnel Services staff continues to work from home during the current shelter-in-place. Specialists have been developing virtual processes for testing and interviews, as recruitments are increasing.

B. Paraeducator, Special Education Bid Board

The mandatory bid board will be held via Zoom on June 16, 2020. Staff are working on finalizing positions and the virtual format process. 52 Paraeducators will be attending the bid board.

VIII. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, July 15, 2020, at 10:00 a.m., via Zoom.

IX. UNFINISHED BUSINESS - 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 (1:45 p.m.)

A. The Personnel Commission reported a candidate has been selected for the position of Director III-HR/Classified Personnel Services. The chosen candidate has accepted the offer and the announcement will be made at the next regular meeting scheduled for July 15, 2020.

XI. ADJOURNMENT

The meeting adjourned at 1:46 p.m.

Respectfully submitted,



Marisa Perry
Ex-Officio Secretary, Personnel Commission