

**PERSONNEL COMMISSION
REGULAR MEETING #515
AUGUST 10, 2022, 10:00 A.M.
ZOOM VIRTUAL MEETING**

<https://sccoe.zoom.us/j/96133889432>

DIAL IN NUMBER: 669 900 6833

MEETING ID: 961 3388 9432

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 Linda Gore Yolanda Anguiano Meipo Flores

OTHERS PRESENT	
Mary Ann Dewan Larry Oshodi Angela Ballou Jessica Bonduris Allison Book-Arango Tammy Dhanota Rigoberto Elenes	Leo Mapagu Marcela Miranda Simi Pannu Chaunise Powell Kris Schmersey Yani Valdez

III. APPROVAL OF AGENDA

MOTION #515-1: The Commission approved Agenda #515, August 10, 2022, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

MOTION #515-1: carried unanimously.

IV. APPROVAL OF MINUTES

MOTION #515-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #514, July 13, 2022, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #515-2: carried unanimously.

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

Tammy Dhanota, SEIU, addressed the Commission to place on record, SEIU objects to the SCCOE action to remove the Mental Health Wellness Specialists from SEIU and place in ACE, without SEIU approval. Ms. Dhanota provided additional reasons how this action will harm the employees in the classification. Ms. Dhanota stated SEIU will be meeting with legal counsel to file an unfair labor practice; SEIU hopes the SCCOE can resolve it amicably and not take this harmful action. Larry Oshodi, Assistant Superintendent – Personnel Services, responded this action was not the decision of the County Office, but the retirement systems. Mr. Oshodi shared the timeline of notification to SEIU and stated that additional meetings/updates had taken place.

President Spector asked, as the Commission approved the position last year, what has changed? Mr. Oshodi stated STRS identified the fact that the Mental Health Wellness Specialist special functions in the job description require a PPS credential; therefore, becomes a credible STRS position. Discussion ensued.

Vice-President Gervase reiterated that this was not an action initiated by the County Office. Discussion ensued.

VI. NEW BUSINESS

A. Approval of Establishing Classification and Associated Classification Specification

MOTION #515-3 The Commission approved establishing the following classification and associated classification specification, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

MOTION #515-3: carried unanimously.

Classification

- **Manager – Grants and Partnerships, Range 13**

B. Approval of Establishing Classification and Associated Classification Specification

MOTION #515-4 The Commission approved establishing the following classification and associated classification specification, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #515-4: carried unanimously.

Classification

- **Migrant Education Program Recruiter - Lead, Range 47.5**

C. Approval of Establishing Classification and Associated Classification Specification

MOTION #515-5 The Commission approved establishing the following classification and associated classification specification, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

MOTION #515-5: carried unanimously.

Classification

- **School Health Systems Specialist, Range 8**

D. Approval of Establishing Classification and Associated Classification Specification

MOTION #515-6 The Commission approved establishing the following classification and associated classification specification, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #515-6: carried unanimously.

Classification

- **Supervisor - SELPA, Range 9**

Tammy Dhanota, SEIU, addressed the Commission to object to the number of manager and supervisor positions being established, and suggested the Commission look at the ratio of managers, excluding Special Education.

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

MOTION #515-7: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #515, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

MOTION #515-7: carried unanimously.

#	CLASSIFICATION	DATE	UNIT	NUMBER OF ELIGIBLES	NUMBER OF RANKS
1	Paraeducator - Alternative Education	07/07/22	AIDES	3	3
2	Senior Executive Assistant	07/07/22	LT	5	Unranked
3	Mental Health Services Specialist	07/08/22	OTBS	5	4
4	Cook	07/12/22	OSS	1	1
5	Paraeducator - Behavioral Assistant	07/13/22	AIDES	1	1
6	Specialized Physical Health Care (SPHC) Assistant	07/15/22	AIDES	4	3
7	Print Production Coordinator	07/20/22	OTBS	3	3
8	Facilities Maintenance and Construction Coordinator	07/21/22	OTBS	3	3
9	Paraeducator - Special Education	07/25/22	AIDES	27	Unranked
10	Disability Services Specialist	07/26/22	OTBS	6	5
11	Research Analyst, Senior	08/03/22	OTBS	2	2
12	Accounting Technician / Accounting Technician - Senior	08/04/22	OTBS	12	6

F. Monthly Vacancy Status Report – August 10, 2022

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:

- Staff is busy with the current recruitment volume
- The recruitment for the Executive Assistant position is underway

VIII. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, September 14, 2022, at 10:00 a.m., via Zoom.

IX. ADJOURNMENT

The meeting adjourned at 11:02 a.m.

Respectfully submitted,

Marisa Perry
Ex-Officio Secretary, Personnel Commission