

**PERSONNEL COMMISSION  
REGULAR MEETING #518  
NOVEMBER 9, 2022, 10:00 A.M.  
ZOOM VIRTUAL MEETING**

<https://sccoe.zoom.us/j/92168006626>

**Dial-in Number: 669-900-6833**

**Meeting ID: 921 6800 6626**

**APPROVED MINUTES**

**I. CALL TO ORDER**

The meeting was called to order by President Libby Spector at 10:06 a.m.

**II. ROLL CALL**

MEMBERS PRESENT	STAFF PRESENT
Libby Spector, President Nicholas Gervase, Vice-President Rod Adams, Member	Marisa Perry Alice Serraon Yolanda Anguiano

OTHERS PRESENT	
Larry Oshodi Stephanie Gomez Amanda Dickey Adora Fisher	Sandya Lopez Angela Ballou Tammy Dhanota Kris Schmersey

**III. APPROVAL OF AGENDA**

**MOTION #518-1:** The Commission approved Agenda #518, November 9, 2022, with the removal of Item VI-E. Classification Retitling, Revision, Salary Range and Position Reallocation: Custodian, pending more information, moved by Mr. Nicholas Gervase, and seconded by Mr. Rod Adams.

**MOTION #518-1:** carried unanimously.

**IV. APPROVAL OF MINUTES**

**MOTION #518-2:** The Commission approved the Minutes for the Regular Personnel Commission Meeting #517, October 12, 2022, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

**MOTION #518-2:** carried unanimously.

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

None

**VI. NEW BUSINESS**

**Public Hearing to Consider the Joint Appointee, Mr. Rod Adams, to the Personnel Commission**

A public hearing on the Personnel Commission’s intended Joint Appointee was held at the location, date, and time specified below. Members of the Governing Board, Superintendent, Administration, employee representatives, employees, and public were invited to comment.



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

**MOTION #518-7:** The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #518, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

**MOTION #518-7:** carried unanimously.

#	CLASSIFICATION	ELIGIBLE LIST DATE EST.	UNIT	# OF ELIGIBLES	# OF RANKS
1	Early Learning Services Specialist	10/04/22	OTBS	5	4
2	Home Visiting Specialist - Early Head Start - Restricted - Bilingual Vietnamese	10/04/22	OTBS	1	1
3	Wellness Center Liaison	10/05/22	OTBS	7	7
4	Administrative Assistant IV	10/07/22	OTBS	4	4
5	Manager - Grants and Partnerships	10/12/22	LT	2	2
6	Overnight Program Specialist	10/13/22	OTBS	2	2
7	Administrative Research Assistant	10/19/22	OTBS	2	2
8	Facilities Maintenance and Construction Coordinator	10/20/22	OTBS	3	3
9	Home Visiting Specialist - Lead	10/20/22	OTBS	2	2
10	Administrative Data Technician - Senior	10/21/22	OTBS	2	2
11	Paraeducator - Special Education	10/21/22	AIDES	13	Unranked
12	Foster & Homeless Youth Services Specialist	10/24/22	OTBS	4	4
13	Associate Teacher - Restricted	10/25/22	AIDES	6	6
14	Print Support Technician	10/26/22	OTBS	4	3
15	Accountant I/II	10/28/22	OTBS	7	5
16	Physical Therapist	10/29/22	OTBS	2	2
17	School Health Systems Specialist	11/01/22	OTBS	4	4
18	Education Program Analyst	11/03/22	OTBS	3	3
19	Technology Support Analyst	11/03/22	OTBS	8	7

**F. Monthly Vacancy Status Report – November 9, 2022**

Director Perry reported on the Monthly Vacancy Status Report and positions filled. The Commission accepted the report as delivered.

**G. Personnel Commission Annual Report 2021-2022 (First Draft)**

An Annual Report is prepared each year summarizing the activities of the Commission's staff during the preceding fiscal year. A draft of the 2021-2022 Annual Report was presented for Commission review. The final version of the Annual Report will be presented at the December 2022 Personnel Commission meeting.

**VII. SECRETARY'S REPORT**

Director Perry reported on the following:

- Recruitment is ongoing for the Classified Personnel Specialist vacancy.
- Alice Serraon, Executive Assistant, has started taking recruitments for some positions.
- The team continues to attend job fairs as they become available.

**VIII. FUTURE MEETINGS OR DISCUSSION ITEMS**

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

**IX. ADJOURNMENT**

The meeting adjourned at 10:46 a.m.

Respectfully submitted,



Marisa Perry  
Ex-Officio Secretary, Personnel Commission