

**PERSONNEL COMMISSION
REGULAR MEETING #552
SEPTEMBER 10, 2025, 10:00 A.M.
APPROVED MINUTES**

I. CALL TO ORDER

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

II. ROLL CALL

MEMBERS PRESENT	STAFF PRESENT
Rod Adams, President	Marisa Perry
Denise Coleman, Vice President	Yasmeen Husain
Tomara Hall, Member	Amy Luna
	Kathy Jalaan
	Alice Serraoon
	Shahana Shah

OTHERS PRESENT	
Angela Ballou	Lisa Lorona
Jim Carrillo	Kris Schmersey
Adora Fisher	

III. APPROVAL OF AGENDA

MOTION #552-1: The Commission approved Agenda #552, September 10, 2025, moved by Ms. Denise Coleman, and seconded by Ms. Tomara Hall.

MOTION #552-1: carried unanimously.

IV. APPROVAL OF MINUTES

MOTION #552-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #551, August 13, 2025, moved by Ms. Denise Coleman, and seconded by Ms. Tomara Hall.

MOTION #552-2: carried unanimously.

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

There was one public comment from Angela Ballou.

VI. NEW BUSINESS

A. Approval of Classification Specification Revision

MOTION #552-3: The Commission approved revising the classification specification for Manager – Web Services & Applications Development, moved by Mr. Rod Adams, and seconded by Ms. Denise Coleman.

MOTION #552-3: carried unanimously.

B. Approval of Establishing Classification and Associated Classification Specification

MOTION #552-4: The Commission approved establishing the following classification and associated classification specification, moved by Mr. Rod Adams, and seconded by Ms. Denise Coleman.

MOTION #552-4: carried unanimously.

Classification

- **Grants Program Specialist, OTBS – Range 48.0**

C. Approval of Establishing Classification and Associated Classification Specification

MOTION #552-5: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Denise Coleman, and seconded by Mr. Rod Adams.

MOTION #552-5: carried unanimously.

Classification

- **Apprenticeship Program & Grants Initiative Specialist, LT – Range 9**

D. Announcement of the Intended Joint Appointee to the Personnel Commission

Director Perry provided background information on the Personnel Commission and announced the intent of the Superintendent's Appointee and the Classified Employees' Appointee to reappoint Mr. Rod Adams as the Joint Appointee. The public hearing to consider the appointment will be held on October 8, 2025.

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

MOTION #552-6: The Commission approved and/or ratified the Eligibility Lists listed within Personnel Commission Agenda #552, moved by Mr. Rod Adams, and seconded by Ms. Denise Coleman.

MOTION #552-6: carried unanimously.

F. Monthly Vacancy Status Report – September 10, 2025

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

VII. SECRETARY'S REPORT

Director Perry reported the following:

- Recruitment activity has increased over the past month, and the team continues to work on assigned recruitments.
- Classified Personnel Services will start preparing the Annual Report, with the first reading scheduled for the October meeting.
- Staff is currently working on a request for an Education Interpreter waiver from the California Department of Education for a Paraeducator-Special Education ASL employee.
- Marisa Perry will reach out to Commissioners to reschedule the pending appeal hearing.

VIII. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, October 8, 2025, at 10:00 a.m.

IX. ADJOURNMENT

The meeting adjourned at 10:20 a.m.

Respectfully submitted,



Marisa Perry
Ex-Officio Secretary, Personnel Commission