I. CALL TO ORDER
The meeting was called to order by President Rodney Martin at 10:00 a.m.

II. ROLL CALL

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>STAFF PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodney Martin, President</td>
<td>Jonathan Muñoz, Director - HR / Classified Personnel Services</td>
</tr>
<tr>
<td>Libby Spector, Vice President</td>
<td>Marisa Perry, Supervisor - Classification &amp; Recruitment</td>
</tr>
<tr>
<td>Nicholas Gervase, Member</td>
<td>Linda Gore, Executive Assistant</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OTHERS PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Wu, Chief Technology Officer</td>
</tr>
<tr>
<td>Phil Benfield, Director - Information Systems</td>
</tr>
<tr>
<td>Rigoberto Elenes, Director - Migrant Education</td>
</tr>
<tr>
<td>Mary Olival, Manager - Human Resources/Employment Services</td>
</tr>
</tbody>
</table>

III. APPROVAL OF AGENDA
MOTION #474-1: The Commission approved Agenda #474, March 13, 2019, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
MOTION #474-1: carried unanimously.

IV. APPROVAL OF MINUTES
MOTION #474-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #473, February 13, 2019, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector.
MOTION #474-2: carried unanimously.

V. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS
None

VI. NEW BUSINESS
A. Approval of Establishing Classification and Associated Classification Specification
   MOTION #474-3: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector and seconded by Mr. Nicholas Gervase.
   MOTION #474-3: carried unanimously.

   Classification
   • Human Resources Specialist - Lead, Range 48

   Ms. Mary Olival, Manager - Human Resources/Employment Services, addressed the Commission and provided additional information on why this position is needed to support Employment Services.
B. Approval of Establishing Classification and Associated Classification Specification

MOTION #474-4: The Commission approved establishing the following classification and associated classification specification, moved by Mr. Nicholas Gervase and seconded by Ms. Libby Spector.

MOTION #474-4: carried unanimously.

Classification

• Enrollment Data Specialist - Lead, Range 47

Mr. Rigoberto Elenes, Director - Migrant Education, addressed the Commission and provided additional information on why this position is needed to support the Migrant Education Department.

C. Approval of Establishing Classification and Associated Classification Specification

MOTION #474-5: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector and seconded by Mr. Nicholas Gervase.

MOTION #474-5: carried unanimously.

Classification

• Systems Administrator, Range 57.5

Mr. David Wu, Chief Technology Officer, and Mr. Phil Benfield, Director - Information Systems, addressed the Commission and provided additional information on why this position is needed to support the Technology and Data Services Division.

D. Approval of Establishing Classification and Associated Classification Specification

MOTION #474-6: The Commission approved establishing the following classification and associated classification specification, moved by Mr. Nicholas Gervase and seconded by Ms. Libby Spector.

MOTION #474-6: carried unanimously.

Classification

• Director III - Data Initiatives, Range 15

Mr. David Wu, Chief Technology Officer, and Mr. Phil Benfield, Director - Information Systems, addressed the Commission and provided additional information on why this position is needed to support the Data Initiatives Department and DataZone.

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

MOTION #474-7: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #474, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.

MOTION #474-7: carried unanimously.

<table>
<thead>
<tr>
<th>CLASSIFICATION</th>
<th>DATE</th>
<th>UNIT</th>
<th>NUMBER OF ELIGIBLES</th>
<th>NUMBER OF RANKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Applications Systems Analyst</td>
<td>02/13/19</td>
<td>OTBS</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>2 Family Advocate - Restricted</td>
<td>02/14/19</td>
<td>OTBS</td>
<td>9</td>
<td>7</td>
</tr>
<tr>
<td>3 Paraeducator - Special Education</td>
<td>02/22/19</td>
<td>AIDES</td>
<td>21</td>
<td>Unranked</td>
</tr>
<tr>
<td>4 Assistant Director - Internal Business Services</td>
<td>02/22/19</td>
<td>LT</td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>5 Human Resources Specialist I/II</td>
<td>02/22/19</td>
<td>OTBS</td>
<td>12</td>
<td>10</td>
</tr>
<tr>
<td>6 Supervisor - Payroll Tax and Retirement Services</td>
<td>02/25/19</td>
<td>OTBS</td>
<td>8</td>
<td>7</td>
</tr>
</tbody>
</table>
F. Monthly Vacancy Status Report - March 13, 2019

Ex-Officio Secretary Muñoz reported on the Monthly Vacancy Status Report and positions filled. The Commission accepted the report as delivered.

VII. SECRETARY’S REPORT

Ex-Officio Secretary Muñoz reported on the following:

A. Education Interpreter I/II

Classified Personnel Services (CPS) staff has been working with the nationally-recognized Boys Town National Research Hospital in Omaha, NE to become a host site for the Educational Interpreter Performance Assessment (EIPA).

On March 30, 2019, CPS will host the SEE Center at the Santa Clara County Office of Education (SCCOE). The SEE Center administers the Educational Sign Skills Evaluation (ESSE) Certification. CPS is currently negotiating with the SEE Center to obtain a reduced evaluation rate for current employees. Additionally, conversations will take place about the SCCOE becoming a recurring evaluation center and thereby creating a talent pipeline to fill Education Interpreter I/II positions.

VIII. CLOSED SESSION @ 10:41 A.M.

A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957

Title: Director III - Human Resources / Classified Personnel Services

IX. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, April 10, 2019, at 10:00 a.m.

X. ADJOURNMENT

The meeting adjourned at 11:06 a.m.

Respectfully submitted,

Jonathan Muñoz
Ex-Officio Secretary, Personnel Commission