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 III - 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></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OTHERS PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anisha Munshi, Assistant Superintendent - Personnel Services</td>
</tr>
<tr>
<td>David Wu, Chief Technology Officer</td>
</tr>
<tr>
<td>Jon Cornelison, Director III - Technology Infrastructure and Support Services</td>
</tr>
<tr>
<td>Karen Larson, Interim Director III - Creative Impact</td>
</tr>
<tr>
<td>Reyna Dominguez, Supervisor - Home Based Program-EHS Restricted</td>
</tr>
<tr>
<td>Mary Olival, Manager - HR/Employment Services</td>
</tr>
</tbody>
</table>

III. APPROVAL OF AGENDA
MOTION #480-1: The Commission approved Agenda #480, September 11, 2019, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
MOTION #480-1: carried unanimously.

IV. APPROVAL OF MINUTES
MOTION #480-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #479, August 21, 2019, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector.
MOTION #480-2: 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
   MOTION #480-3: The Commission approved revising the classification specification for the position of Human Resources Specialist I/II, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector.
   MOTION #480-3: carried unanimously.

   Dr. Anisha Munshi, Assistant Superintendent - Personnel Services, addressed the Commissioners and provided additional information as to the need to update the job description.

B. Approval of Classification Specification Retitling and Revision
   MOTION #480-4: The Commission approved retitling the classification Communications/Public Relations Specialist to Community Engagement/Public Relations Specialist, and revising the classification specification, moved by Mr. Nicholas Gervase and seconded by Ms. Libby Spector.
   MOTION #480-4: carried unanimously.
Karen Larson, Interim Director III - Creative Impact, provided information on how the updated job duties will more accurately reflect the position and attract a more suitable candidate pool.

C. Approval of Establishing Classification and Associated Classification Specification
   
   MOTION #480-5: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   
   MOTION #480-5: carried unanimously.

   Classification
   • Child Development Specialist, Range 47

D. Approval of Establishing Classification and Associated Classification Specification
   
   MOTION #480-6: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector and seconded by Mr. Nicholas Gervase.
   
   MOTION #480-6: carried unanimously.

   Classification
   • Maternal Child Health Specialist, Range 45.5

   Reyna Dominguez, Supervisor - Home Based Program-EHS, addressed the Commissioners and provided information on the Child Development and Maternal Child Health Specialist positions and how they would support the Early Head Start program.

E. Approval of Establishing Classification and Associated Classification Specification
   
   MOTION #480-7: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector and seconded by Mr. Nicholas Gervase.
   
   MOTION #480-7: carried unanimously.

   Classification
   • Cybersecurity Engineer, Range 59.5

   David Wu, Chief Technology Officer, addressed the Commissioners and explained the importance of this position and how it would better protect the organization and districts we serve.

F. Approval of Classification Specification Revision and Range Modification
   
   MOTION #480-8: The Commission approved revising the classification specification and range modification for the position of Technology Support Specialist, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector.
   
   MOTION #480-8: carried unanimously.

   Classification
   • Technology Support Specialist, Range 48

   Jon Cornelison, Director III - Technology Infrastructure and Support Services, provided information as to the need to update the job description.
G. Approval / Ratification of Establishing and / or Extending Eligibility Lists

MOTION #480-9: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #480, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector. 

MOTION #480-9: 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   Classified Personnel Specialist I/II (Spanish Required)</td>
<td>08/20/19</td>
<td>OTBS</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>2   Associate Teacher - Restricted</td>
<td>08/21/19</td>
<td>AIDES</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>3   Paraeducator - Special Education</td>
<td>08/22/19</td>
<td>AIDES</td>
<td>16</td>
<td>Unranked</td>
</tr>
</tbody>
</table>

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

The Personnel Commission publically announced the intended Joint Appointee(s) to the Personnel Commission for future consideration at a public hearing at the November 2019 Personnel Commission Meeting.

Name of Intended Appointee(s): Rodney Martin

I. Monthly Vacancy Status Report – September 11, 2019

Ms. Marisa Perry, Supervisor - Classification & Recruitment, 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. Department Staffing

Ms. Meipo Flores will join Classified Personnel Services on October 1, 2019.

B. Discipline Appeal

Ex-Officio Secretary Muñoz notified the Personnel Commission that they received a request for a disciplinary appeal hearing.

VIII. CLOSED SESSION @ 10:40 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, October 9, 2019, at 10:00 a.m.

X. ADJOURNMENT

The meeting adjourned at 11:04 a.m.

Respectfully submitted,

Jonathan Muñoz
Ex-Officio Secretary, Personnel Commission