I. CALL TO ORDER

II. ROLL CALL
   President - Nicholas Gervase  
   Vice President - Libby Spector  
   Member – Rod Adams

III. APPROVAL OF AGENDA #511 – April 13, 2022 .................................................... ACTION

IV. APPROVAL OF MINUTES
   A. Regular Meeting #510 – March 9, 2022 .................................................................. ACTION

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

VI. NEW BUSINESS
   A. Approval / Ratification of Classification Specification Revision ................................ ACTION
      a. Manager – Purchasing Services
   B. Approval / Ratification of Classification Specification Revision ................................ ACTION
      a. Manager – Risk and Liability
   C. Approval of the Personnel Commission Meeting Calendar for 2022-2023 .................. ACTION
   D. Approval / Ratification of Establishing and / or Extending Eligibility Lists ................ ACTION
   E. Personnel Commission Budget: 2022-2023 (First Reading) ...................................... INFORMATION
   F. Monthly Vacancy Status Report .............................................................................. INFORMATION

VII. SECRETARY’S REPORT

VIII. FUTURE MEETINGS OR DISCUSSION ITEMS (Next Meeting: May 11, 2022)

IX. ADJOURNMENT
I. CALL TO ORDER
The meeting was called to order by President Nicholas Gervase at 10:01 a.m.

II. ROLL CALL

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>STAFF PRESENT</th>
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<tbody>
<tr>
<td>Nicholas Gervase, President</td>
<td>Marisa Perry</td>
</tr>
<tr>
<td>Libby Spector, Vice-President</td>
<td>Yasmeen Husain</td>
</tr>
<tr>
<td>Rod Adams, Member</td>
<td>Linda Gore</td>
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<tr>
<th>OTHERS PRESENT</th>
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<tbody>
<tr>
<td>Larry Oshodi</td>
<td>Pam Hale</td>
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<tr>
<td>Tammy Dhanota</td>
<td>Marcela Miranda</td>
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<td>James Howarth</td>
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III. APPROVAL OF AGENDA
MOTION #510-1: The Commission approved Agenda #510, March 9, 2022, moved by Ms. Libby Spector, and seconded by Mr. Rod Adams. MOTION #510-1: carried unanimously.

IV. APPROVAL OF MINUTES
MOTION #510-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #509, February 9, 2022, moved by Ms. Libby Spector, and seconded by Mr. Rod Adams. MOTION #510-2: carried unanimously.

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

VI. NEW BUSINESS

A. Reallocation from Paraeducator – Special Education to Paraeducator – Special Education ASL
MOTION #510-3: The Commission approved the reallocation of the employees/vacancies listed in the following table, from Paraeducator – Special Education to Paraeducator – Special Education ASL, moved by Mr. Rod Adams, and seconded by Ms. Libby Spector. MOTION #510-3: carried unanimously.
### B. Approval of Establishing Classification and Associated Classification Specification

**MOTION #510-4** The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector, and seconded by Mr. Rod Adams.

**MOTION #510-4:** carried unanimously.

**Classification**
- Paraeducator Trainer – Special Education, Range 39.0

### C. Approval / Ratification of Establishing and / or Extending Eligibility Lists

**MOTION #510-5:** The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #510, moved by Ms. Libby Spector, and seconded by Mr. Rod Adams.

**MOTION #510-5:** carried unanimously.
D. Monthly Vacancy Status Report – March 9, 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 working on budget development for fiscal year 2022-23. The initial draft will be presented at the April meeting, with final approval in May
- The Office is offering a $1,000 signing bonus, thru June 30, 2022, for employees hired into the Paraeducator, Custodian and Education Interpreter positions
- The Human Resources Division is returning to the office full-time, in phases. Classified Personnel staff will be returning on March 28 and April 11. The April meeting will be held via Zoom, as the building is closed to visitors.

VIII. FUTURE MEETINGS OR DISCUSSION ITEMS
The next Personnel Commission regular meeting is scheduled for Wednesday, April 13, 2022, at 10:00 a.m., via Zoom.

IX. ADJOURNMENT
The meeting adjourned at 10:17 a.m.

Respectfully submitted,

Marisa Perry
Ex-Officio Secretary, Personnel Commission