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

II. ROLL CALL

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>STAFF PRESENT</th>
</tr>
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<tbody>
<tr>
<td>Nicholas Gervase, President</td>
<td>Marisa Perry</td>
</tr>
<tr>
<td>Libby Spector, Member</td>
<td>Yasmeen Husain</td>
</tr>
<tr>
<td></td>
<td>Linda Gore</td>
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<tr>
<td>MEMBERS ABSENT</td>
<td></td>
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<tr>
<td>Rodney Martin, Vice President</td>
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<table>
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<tr>
<th>OTHERS PRESENT</th>
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<tbody>
<tr>
<td>Mary Ann Dewan</td>
<td>Reyna Dominguez</td>
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<tr>
<td>Larry Oshodi</td>
<td>Marisol Durani</td>
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<tr>
<td>Angela Ballou</td>
<td>Monica Dvorsky</td>
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<td>Tammy Dhanota</td>
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III. APPROVAL OF AGENDA
MOTION #504-1: The Commission approved Agenda #504, September 8, 2021, with the elimination of Item IX. Closed Session, moved by Ms. Libby Spector, and seconded Mr. Nicholas Gervase.
MOTION #504-1: carried unanimously.

IV. APPROVAL OF MINUTES
MOTION #504-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #503, August 11, 2021, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
MOTION #504-2: carried unanimously.

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

VI. NEW BUSINESS
A. Dr. Mary Ann Dewan, County Superintendent of Schools
Superintendent Dewan addressed the Commission and provided updates on COVID-19 statistics, mask mandates, and vaccines. Additionally, information was provided on distance learning, independent study, and waivers. Brown Act provisions regarding virtual meetings were discussed.
B. Approval of Establishing Classification and Associated Classification Specification
   MOTION #504-3: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-3: carried unanimously.
   Classification
   • Disability Services Specialist, Range 45.5

C. Approval of Establishing Classification and Associated Classification Specification
   MOTION #504-4: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-4: carried unanimously.
   Classification
   • Mental Health Services Specialist, Range 45.5

D. Approval of Establishing Classification and Associated Classification Specification
   MOTION #504-5: The Commission approved establishing the following classification and associated classification specification, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-5: carried unanimously.
   Classification
   • IT Help Desk Support Specialist - Senior, Range 51.5

E. Approval of Classification Specification Revision & Retitling
   MOTION #504-6: The Commission approved revising the classification specification and retitling the classification IT Support Specialist to IT Help Desk Support Specialist, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-6: carried unanimously.

F. Approval of Classification Specification Revision & Retitling
   MOTION #504-7: The Commission approved revising the classification specification and retitling the classification Safe and Healthy Schools Specialist to School Climate Specialist, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-7: carried unanimously.

G. Approval of Classification Specification Revision
   MOTION #504-8: The Commission approved revising the classification specification for the position of Migrant Education Community Liaison, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-8: carried unanimously.

H. Approval / Ratification of Establishing and / or Extending Eligibility Lists
   MOTION #504-9: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #504, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.
   MOTION #504-9: carried unanimously.
# Monthly Vacancy Status Report – September 8, 2021
Director Perry reported on the Monthly Vacancy Status Report and positions filled. The Commission accepted the report as delivered.

## Personnel Commission Update
Mr. Rodney Martin has submitted his resignation as Vice-President of the Personnel Commission, effective January 1, 2022. President Gervase commended Mr. Martin on his service to the Commission and noted the joint appointee recruitment would immediately take place.

## Secretary’s Report
Director Perry reported on the following:

### A. Board Appointee to the Personnel Commission
The Board of Education has submitted their intent to reappoint Mr. Nicholas Gervase to the Personnel Commission for the period of 12/1/21 to 11/30/24.

### B. Staffing Updates
Ms. Yasmeen Husain, Classified Personnel Specialist, has been selected to fill the position of Supervisor – Classification and Recruitment. The Commissioners extended their congratulations.

The department is in the final stage of implementing an automatic reference check system.

## Future Meetings or Discussion Items
The next Personnel Commission regular meeting is scheduled for Wednesday, October 13, 2021, at 10:00 a.m., via Zoom.

## Adjournment
The meeting adjourned at 10:48 a.m.

Respectfully submitted,

Marisa Perry
Ex-Officio Secretary, Personnel Commission