

**PERSONNEL COMMISSION
REGULAR MEETING #537
JUNE 12, 2024, 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 Nicholas Gervase, Vice President Libby Spector, Member	Marisa Perry Alice Serraon

OTHERS PRESENT	
Larry Oshodi Khushwinder Gill	Sandy Fakaosi Maribel Pimentel

III. APPROVAL OF AGENDA

MOTION #537-1: The Commission approved Agenda #537, June 12, 2024, moved by Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.

MOTION #537-1: carried unanimously.

IV. APPROVAL OF MINUTES

MOTION #537-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #536, May 8, 2024, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector.

MOTION #537-2: carried unanimously.

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

Mr. Larry Oshodi introduced Ms. Khushwinder Gill as the new Assistant Superintendent – Personnel Services. Ms. Gill addressed the Commission and briefly shared her background.

The Commissioners thanked and wished Mr. Oshodi well in retirement, and welcomed Ms. Gill.

VI. NEW BUSINESS

A. Approval of Classification Specification Retitling and Revision

MOTION #537-3: The Commission approved revising the classification specification and retitling the classification Director III – Applications, Business & Web Systems to Director III – Software Development, Ms. Libby Spector, and seconded by Mr. Nicholas Gervase.

MOTION #537-3: carried unanimously.

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

MOTION #537-4: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #537, moved by Mr. Nicholas Gervase, and seconded by Ms. Libby Spector.

MOTION #537-4: carried unanimously.

C. Monthly Vacancy Status Report – June 12, 2024

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 on the following:

- A targeted Paraeducator Job Fair was held recently with about forty attendees. Shahana Shah worked at the event and is in the process of contacting attendees to follow up on paperwork and next steps.
- Ms. Perry recognized Alice Serraon who is currently running four high-volume administrative recruitments and has received a total of 576 applications.
- The Paraeducator Bid Board was held on June 4, 2024, with about thirty-five employees attended the event.
- The Educational Services Division is organizing a back-to-school event in August, expecting 1500 attendees. They have asked the Personnel Services Division to present a breakout session. Ms. Perry, Yasmeen Husain, and Alice Serraon are working with other departments within the division to prepare the presentation.

VIII. CLOSED SESSION

A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: Director III - Human Resources / Classified Personnel Services

The Commission went into closed session at 10:20 a.m., and ended at 10:51 a.m.

IX. REPORT OUT OF ACTIONS TAKEN IN CLOSED SESSION, IF ANY

No actions taken.

X. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, July 10, 2024, at 10:00 a.m.

XI. ADJOURNMENT

The meeting adjourned at 10:51 a.m.

Respectfully submitted,



Marisa Perry
Ex-Officio Secretary, Personnel Commission