

**PERSONNEL COMMISSION
REGULAR MEETING #509
FEBRUARY 9, 2022, 10:00 A.M.
ZOOM VIRTUAL MEETING
<https://sccoe.zoom.us/j/97856819122>
DIAL IN NUMBER: 669 900 6833
MEETING ID: 978 5681 9122
APPROVED MINUTES**

I. CALL TO ORDER

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

II. ROLL CALL

MEMBERS PRESENT	STAFF PRESENT
Nicholas Gervase, President Rod Adams, Member	Marisa Perry Yasmeen Husain Linda Gore

MEMBERS ABSENT
Libby Spector, Vice President

OTHERS PRESENT	
Larry Oshodi Jennifer Ann Angela Ballou Mathew Domenichini	Philip Gordillo Pam Hale Marcela Miranda

III. APPROVAL OF AGENDA

MOTION #509-1: The Commission approved Agenda #509, February 9, 2022, with the noted addition of the Paraeducator – Special Education Eligibility List in New Business, Item C, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #509-1: carried unanimously.

IV. APPROVAL OF MINUTES

MOTION #509-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #508, January 12, 2022, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #509-2: carried unanimously.

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

None

VI. NEW BUSINESS

A. Approval of Classification Specification Retitling, Revision and Reallocation

MOTION #509-3: The Commission approved revising the classification specification, range modification and retitling the classification Director II – Grants & Partnerships to Director – Grants, Partnerships & Operations, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #509-3: carried unanimously.

B. Approval of Establishing Classification and Associated Classification Specification

MOTION #509-4 The Commission approved establishing the following classification and associated classification specification, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #509-4: carried unanimously.

Classification

- **Administrative Interpreter, Range 9**

Mathew Domenichini, principal of the Oster cluster, provided program details and the need for the position. Discussion ensued regarding the deaf and hard of hearing program sites and specific job duties. Angela Ballou inquired how minimum qualifications were determined and position status if Mat should leave the organization. Jennifer Ann, Director – Special Education, explained the comparable position searches and how the minimum qualifications were determined. The program would look at the current need and assess at that time. The SCCOE employs teachers with hearing needs. Marisa Perry added additional comments regarding job duties.

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

MOTION #509-5: The Commission approved and / or ratified the Eligibility Lists listed within Personnel Commission Agenda #509, including the addition of the Paraeducator – Special Education classification, moved by Mr. Rod Adams, and seconded by Mr. Nicholas Gervase.

MOTION #509-5: carried unanimously.

#	CLASSIFICATION	DATE	UNIT	NUMBER OF ELIGIBLES	NUMBER OF RANKS
1	Specialized Physical Health Care (SPHC) Assistant	12/9/2021	AIDES	1	1
2	Custodian	1/5/2022	OSS	7	5
3	Service Now Administrator	1/6/2022	OTBS	3	3
4	Office Specialist - Restricted	1/13/2022	OTBS	5	5
5	Supervisor - Transportation Services	1/18/2022	LT	5	5
6	Home Visiting Specialist - Early Head Start - Restricted	1/19/2022	OTBS	2	2
7	Custodian	1/21/2022	OSS	7	7
8	Specialized Physical Health Care (SPHC) Assistant	1/21/2022	AIDES	5	4
9	Associate Teacher - Restricted	1/27/2022	AIDES	2	2
10	Associate Teacher - Infant/Toddler - Educare	2/1/2022	AIDES	1	1
11	ERSEA Compliance Specialist - Restricted	2/1/2022	OTBS	5	5
12	Paraeducator – Special Education	1/26/2022	AIDES	8	Unranked

D. Monthly Vacancy Status Report – February 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:

- Yolanda Anguiano will be attending the virtual 2022 Merit Academy

- The Classified Seniority List is complete and will be published next week

VIII. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, March 9, 2022, at 10:00 a.m., via Zoom.

IX. ADJOURNMENT

The meeting adjourned at 10:37 a.m.

Respectfully submitted,



Marisa Perry
Ex-Officio Secretary, Personnel Commission