



Personnel Commission Meeting January 15, 2019

APPROVED MINUTES

1.0 CALL TO ORDER

- 1.1. Chairperson Rapoza called the regular meeting to order at 2 p.m. followed by the Pledge of Allegiance.
- 1.2. Establishment of Quorum.
Present: Chairperson, James Rapoza; Vice Chairperson, Lawrence Lane and Member, Lynn Miller.
Guest: C.S.E.A. Representative, Rith Mean-Hill.

2.0 APPROVAL OF MINUTES/AGENDA

- 2.1. The minutes of the Personnel Commission meeting of December 11, 2018 were approved (Lane/Miller).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None
- 2.2. To accept the agenda (Miller/Lane).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None

3.0 COMMENTS OR SUGGESTIONS FROM EMPLOYEES OR GUESTS

- 3.1. None.

4.0 REPORTS

- 4.1. Chairperson or Member's Report
 - 4.1.1. None.
- 4.2. Senior Human Resources Director's Report
 - 4.2.1. On January 29, 2019, School/Legal Services will present a "Layoffs 101 Workshop."
 - 4.2.2. Dr. Faris Sabbah was sworn in as the new Santa Cruz County Office of Education's Superintendent on January 7, 2019.
 - 4.2.3. Senior Director Cope discussed the SCCOE's strategic planning.

5.0 CONSENT AGENDA

5.1. The consent agenda was approved as submitted (Miller/Lane).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

6.0 CORRESPONDENCE

6.1. None.

7.0 OLD BUSINESS

7.1. Revision of Merit Rule 6.102, Probation: Second Reading

The following revisions to Merit Rule 6.102 were proposed. This constituted a second reading.

A. Duration of Probation

A new employee appointed from an eligibility list shall serve a probationary period of six months or 130 days (excluding time while employees are on a leave of absence) in one class before attaining permanency in the classified service. The permanent anniversary date will be the date the employee completes a six-month (130 days of paid service) probationary period (excluding time while employees are on a leave of absence). An employee who has been promoted shall serve a probationary period of six months or 130 days in the higher class before attaining permanency in that class. Credit toward completion of probation shall be granted only after appointment from the eligibility list.

1. The probationary period is to be deemed satisfied if the employee is in paid status an average of twenty days or more for each month of the probationary period regardless of the number of calendar months over which such service extends.
2. Probationary employees assigned on a part-time, regular basis must complete the probationary period of six months or 130 days of part-time service. An employee who is transferred or assigned to a full or part-time position in the same class need not complete an additional probationary period.
3. Classes designated by the Commission as management will serve a one (1) year probationary period from date of hire (excluding time while employees are on a leave of absence).

Motion: To approve revisions to Merit Rule 6.102 with the recommendations from the Commission (Lane/Miller).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

8.0 NEW BUSINESS

8.1. None.

9.0 SCHEDULE OF UPCOMING EVENTS

9.1. February 19, 2019 Regular Meeting of the Personnel Commission at 2 p.m. in the Bay Conference Room at the Santa Cruz County Office of Education, 400 Encinal Street, Santa Cruz, CA 95060.

10.0 ADJOURNMENT

10.1. The meeting of the Personnel Commission was adjourned at 2:09 p.m.

Distribution:
Personnel Commission
Dr. Faris Sabbah, Superintendent
SCCOE Board of Education
SCCOE Office Managers
C.S.E.A President
SCCOE Main Office Bulletin Board

Attest:

Troy Cope
Senior Director, Human Resources