



PERSONNEL COMMISSION AGENDA

May 21, 2019 at 2 p.m., Board Conference Room

1.0 CALL TO ORDER

- 1.1 Call to Order
- 1.2 Establishment of Quorum
Chairperson, James Rapoza; Vice Chairperson, Lawrence Lane and Member, Lynn Miller
- 1.3 Pledge of Allegiance

2.0 APPROVAL OF AGENDA/MINUTES

- 2.1 Minutes of April 23, 2019—Action
- 2.2 Approval of Agenda—Action

3.0 COMMENTS AND SUGGESTIONS FROM EMPLOYEES OR GUESTS

Public comments will be allowed. The Commission will recognize any member of the audience not on the agenda and wishing to speak on the matter directly related to Personnel Commission business. The Commission may allot time to those wishing to speak, but no action will be taken on matters presented. If appropriate, the Commission may direct that a matter be referred to the Senior Director, Human Resources' office for placement on a future agenda.

4.0 REPORTS

- 4.1 Chairperson or Member's Report
- 4.2 Senior Director, Human Resources' Report

5.0 CONSENT AGENDA

- 5.1 Appointments, Promotions, Demotions/Transfers—Action
- 5.2 Leaves of Absences—Action
- 5.3 Separations from Service—Action
- 5.4 Examinations in Progress and Eligibility Lists Established—Action

Information concerning the Consent items listed has been forwarded to each Commission Member prior to this meeting for his/her study. Unless a Commission Member or member of the audience has a question about a particular item(s) and asks that it be withdrawn from the consent list, the item(s) will be approved at one time by the Personnel Commission Members.

6.0 CORRESPONDENCE

- 6.1 Correspondence to Superintendent Sabbah from Commissioner Rapoza, April 30, 2019

7.0 OLD BUSINESS

- 7.1 Initial Classification/Reclassification Input—Discussion
(Explanation: Provides an opportunity for oral remarks, questions or discussion regarding the preliminary report.)

8.0 NEW BUSINESS

- 8.1 New Classification—First Reading—Action
Senior Account Specialist, Benefits
- 8.2 New Classification—First Reading—Action
Senior Account Specialist, Revenue and Apportionment
- 8.3 New Classified—First Reading Classified—Action
Senior Account Specialist, Retirement Reporting
- 8.4 Existing Classification Revision—Web Technician and Digital Media Producer—Action

9.0 SCHEDULE OF UPCOMING EVENTS

- 9.1 June 18, 2019, Regular Meeting of the Personnel Commission at 2 p.m., Santa Cruz County Office of Education, 400 Encinal Street, Santa Cruz, CA 95060.

10.0 ADJOURNMENT