



## **Personnel Commission Meeting December 10, 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 and Vice Chairperson, Lawrence Lane and Member, Lynn Miller.

Guest: Rory Bruce, C.S.E.A. President.

#### **2.0 APPROVAL OF MINUTES/AGENDA**

2.1 The minutes of the Personnel Commission meeting of November 12, 2019 were approved (Miller/Lane).

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 Rory Bruce, C.S.E.A. President stated that the Human Resources Department started the 2020 Classification/Reclassification process and it is underway. Mr. Bruce said that he is looking forward to participating in the process and working with Mr. Cope and with his bargaining unit members.

#### **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 The SCCOE's credential team attended the Annual Credential Counselor & Analyst of California Conference, November 5-8, 2019 in Sacramento.

4.2.2 Senior Director Cope informed the Commission that he and Scott Mean-Hill attended PASSCo, November 14-15, 2019 in Sacramento.

4.2.3 Senior Director Cope informed the Commission that Karina Mendez would be attending C.S.P.C.A.'s Annual Conference, February 20-22, 2020 in San Francisco.

## **5.0 CONSENT AGENDA**

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

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

## **6.0 CORRESPONDENCE**

- 6.1 None.

## **7.0 OLD BUSINESS**

- 7.1 None.

## **8.0 NEW BUSINESS**

- 8.1 Annual Reorganization of the Personnel Commission

A motion was made that the Commissioner Lane serve as Chairperson and Commissioner Miller serve as Vice President for 2020 (Rapoza/Miller).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

- 8.2 2020 Personnel Commission Meeting Schedule

A motion was made to approve the 2020 Personnel Commission meeting schedule (Miller/Lane).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

- 8.3 Revision of Merit Rule 6.201, Probation: First Reading—Action

Merit Rule 6.201, Probation was revised due to legislation changes. Classes designated by the Commission as management will serve a probationary period not exceeding six months or 130 days of paid service, whichever is longer from date of hire.

A motion was made to approve the revision to Merit Rule 6.201, Probation and waive the second reading (Miller/Lane).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

## **9.0 SCHEDULE OF UPCOMING EVENTS**

- 9.1 January 21, 2020, 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 2:12 p.m.

Distribution:

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

**Troy Cope**  
**Senior Director, Human Resources**