



## **Personnel Commission Meeting February 16, 2021**

### **APPROVED MINUTES**

#### **1.0 CALL TO ORDER**

1.1 Chairperson Miller called the regular meeting to order at 2:00 p.m. followed by the Pledge of Allegiance. The meeting was conducted on Zoom, a web-based video conferencing site, due to the coronavirus (COVID-19).

1.2 Establishment of Quorum.

Present: Chairperson, Lynn Miller; Vice Chairperson, James Rapoza. and Member, Lawrence Lane

Guests: C.S.E.A President, Rory Bruce; Karina Mendez; Melissa Lopez; Xaloc Cabanes; and Yvanna Mar.

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

2.1 The minutes of the Personnel Commission meeting of January 19, 2021 were approved (Lane/Rapoza).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

2.2 To accept the agenda (Lane/Rapoza).

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 Senior Director Cope provided an update on school closures, reopening, and COVID-19 statistics. The current plan for Santa Cruz COE staff to return to the classrooms for Alternative Education and Special Education is to begin teaching in small cohorts. Special Education is beginning to increase the amount of small cohorts they offer. Senior Director Cope discussed the administering of COVID-19 vaccines with Dignity Health to ensure educators have the opportunity to be vaccinated.

**5.0 CONSENT AGENDA**

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

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 Classification/Reclassification Study Update

Three reclassification requests were received by the deadline date. Julie High, Ed.D began conducting her meetings with classified employees and their managers.

8.2 Review of 2020/2021 Personnel Commission's Budget

The 2020/2021 Personnel Commission's budget was presented and reviewed. The commissioners requested a three-year comparative summary to be discussed at the next meeting.

**9.0 SCHEDULE OF UPCOMING EVENTS**

9.1 March 16, 2021, Regular Meeting of the Personnel Commission at 2 p.m. via Zoom video conference. Join through Zoom: <https://zoom.us/j/706384990>; Meeting ID:706384990

**10.0 ADJOURNMENT**

10.1 The meeting of the Personnel Commission was adjourned at 2:14 p.m.

Distribution:  
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SCCOE Board of Education  
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C.S.E.A President  
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Attest:

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