



Personnel Commission Meeting July 16, 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 Member, Lynn Miller.
Absent: Vice Chairperson, Lawrence Lane,
Guest: None.

2.0 APPROVAL OF MINUTES/AGENDA

- 2.1 The minutes of the Personnel Commission meeting of June 25, 2019 were approved.
Ayes: Miller/Rapoza
Noes: None
Abstain: None
Absent: Lane
- 2.2 To accept the agenda.
Ayes: Miller/Rapoza
Noes: None
Abstain: None
Absent: Lane

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 Director Cope reported that the Alternative and Special Education's summer programs end this week.
 - 4.2.2 Director Cope provided an ESCAPE update.
 - 4.2.3 Santa Cruz COE's Orientation Day will be held on August 19, 2019 at Sequoia High School. Commissioners were invited to attend.

5.0 CONSENT AGENDA

5.1 The consent agenda was approved as submitted.

Ayes: Miller/Rapoza

Noes: None

Abstain: None

Absent: Lane

6.0 CORRESPONDENCE

6.1 None.

7.0 OLD BUSINESS

Agenda Items: 7.1

Subject: New Classification—Second Reading Delayed
Student Leadership and Engagement Coordinator

The Personnel Commission voted to approve the Student Leadership and Engagement Coordinator position as a first reading at their June 25, 2019 meeting. The second reading has been delayed until the August meeting. Discussion followed.

8.0 NEW BUSINESS

Agenda Item: 8.1

Subject: 2019/2020 Classified Management Classification Study—Action

Superintendent Sabbah hired Educational Management Solutions (EMS) to conduct a management compensation and benefits study. As a first step, EMS will review and update information on the job descriptions to ensure that they comply with the Americans with Disabilities Act and other current regulations. Following EMS's review, a report will be prepared detailing the findings and recommendations. Classified Management recommendations will be incorporated into the 2019/2020 Classification Study.

Motion: Move to approve the classified management study.

Ayes: Miller/Rapoza

Noes: None

Abstain: None

Absent: Lane

9.0 SCHEDULE OF UPCOMING EVENTS

9.1 August 20, 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 2:20 p.m.

Distribution:
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Attest:
Troy Cope
Senior Director, Human Resources