



Personnel Commission Meeting December 14, 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.
- 1.2 Establishment of Quorum.
Present: Chairperson, Lynn Miller and Member, Lawrence Lane.
Absent: Vice Chairperson, James Rapoza

Guests: Scott Mean-Hill and Karina Mendez.

2.0 APPROVAL OF MINUTES/AGENDA

- 2.1 The minutes of the Personnel Commission meeting of November 16, 2021 were approved (Lane/Miller).
Ayes: Lane, Miller
Noes: None
Abstain: None
Absent: Rapoza
- 2.2 To accept the agenda as amended (Lane/Miller).
Ayes: Lane, Miller
Noes: None
Abstain: None
Absent: Rapoza

3.0 COMMENTS OR SUGGESTIONS FROM EMPLOYEES OR GUESTS

- 3.1 Scott Mean-Hill expressed his thanks and wished the Commission happy holidays.
- 3.2 C.S.E.A. Communication Officer, Xaloc Cabanes, submitted in writing that the union would hold a meeting about the Classification/Reclassification Study on December 15, 2021.

4.0 REPORTS

- 4.1 Chairperson or Member's Report
 - 4.1.1 Commissioner Miller stated that he was impressed by what he heard in the news about Santa Cruz COE's approach to COVID-19.
 - 4.1.2 Commissioner Lane recognized the trials and tribulations everyone has had to face. He also thanked everyone for their support and wished everyone a safe and healthy new year.
- 4.2 Executive Director, Human Resources' Report
 - 4.2.1 Executive Director Cope thanked everyone for everything they have done and wished all happy holidays and a happy new year.
 - 4.2.2 Executive Director Cope gave a COVID-19 update. There has been an increase in cases after Thanksgiving so Executive Director Cope reminded everyone that there are protocols in place but that it is important to stay home if experiencing symptoms, continue to mask, and participate in surveillance testing.

4.2.3 AB 438 was discussed in the November 2021 meeting about the new procedures to Classified layoffs. After review, it was determined that Merit Rules will not need an update but C.S.E.A bargaining unit contract may need some changes to be discussed during negotiations.

5.0 CONSENT AGENDA

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

Ayes: Lane, Miller

Noes: None

Abstain: None

Absent: Rapoza

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—Action

In accordance with Merit Rule 2.104, the Commission is to elect officers for the coming year.

Motion: To approve the reorganization of the Personnel Commission with Commissioner Rapoza as Chairperson, Commissioner Lane as Vice Chairperson and Commissioner Miller as Member for 2022 (Lane/Miller).

Ayes: Lane, Miller

Noes: None

Abstain: None

Absent: Rapoza

8.2 2022 Personnel Commission Meeting Schedule—Action

In accordance with Merit Rule 2.201, the Commission shall set their regular meeting date and time for the upcoming year.

<u>Date</u>	<u>Time</u>	<u>Room</u>
January 18, 2022	2:00 p.m.	Board Room
February 15, 2022	2:00 p.m.	Board Room
March 15, 2022	2:00 p.m.	Board Room
April 19, 2022	2:00 p.m.	Board Room
May 17, 2022	2:00 p.m.	Board Room
June 21, 2022	2:00 p.m.	Board Room
July 19, 2022	2:00 p.m.	Board Room
August 16, 2022	2:00 p.m.	Board Room
September 20, 2022	2:00 p.m.	Board Room
October 18, 2022	2:00 p.m.	Board Room
November 15, 2022	1:30 p.m./2:00 pm	Board Room
December 13, 2022*	2:00 p.m.	Board Room

** Meeting scheduled on the second Tuesday of the month due to holidays*

Motion: To approve the 2022 Personnel Commission Meeting Schedule as listed above (Lane/Miller).

Ayes: Lane, Miller

Noes: None

Abstain: None

Absent: Rapoza

9.0 SCHEDULE OF UPCOMING EVENTS

9.1 January 18, 2022, Regular Meeting of the Personnel Commission at 2 p.m. in the Board Conference Room, 400 Encinal Street, Santa Cruz, CA 95060.

10.0 ADJOURNMENT

10.1 The meeting of the Personnel Commission was adjourned at 2:10 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
Executive Director, Human Resources