Personnel Commission Meeting
March 24, 2020

APPROVED MINUTES

1.0 CALL TO ORDER
1.1 Chairperson Lane called the regular meeting to order at 2:01 p.m. followed by the Pledge of Allegiance.
1.2 Establishment of Quorum.
   Present: Chairperson, Lawrence Lane and Vice Chairperson, Lynn Miller and Member, James Rapoza.
   Guest: Rory Bruce, C.S.E.A. President and Julie High, Ed.D.

2.0 APPROVAL OF MINUTES/AGENDA
2.1 The minutes of the Personnel Commission meeting of February 18, 2020 were approved (Rapoza/Miller).
   Ayes: Unanimous
   Noes: None
   Abstain: None
   Absent: None
2.2 To accept the agenda (Rapoza/Miller).
   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 Chairperson Lane commented on an article that included Superintendent Sabbah in regards to COVID-19.
4.2 Senior Human Resources Director’s Report
   4.2.1 Social Distancing and Distance Learning practices have been put in place due to COVID-19.
   4.2.2 Karina Mendez attended the CSPCA Conference from February 20 through February 22, 2020.
   4.2.3 Toni Alldredge, Scott Mean-Hill and Karina Mendez attended an HR legal update in Monterey on February 26, 2020.
   4.2.4 The Teacher Recruitment Fair on March 4, 2020 was successful.
   4.2.5 Until the shelter-in-place is lifted, it was agreed that all recruitments will be announced to employees via email.

5.0 CONSENT AGENDA
5.1 The consent agenda was approved as submitted (Rapoza/Miller).
   Ayes: Unanimous
Noes: None
Abstain: None
Absent: None

6.0 CORRESPONDENCE
   6.1 None.

7.0 OLD BUSINESS
   7.1 Classification/Reclassification Study Update
       Consultant, Julie High, Ed.D. has completed all interviews and has almost finished the
       report. Senior Human Resources Director, Troy Cope, mentioned that the Employee
       Committee met.

8.0 NEW BUSINESS
   8.1 Review of 2019/2020 Personnel Commission Budget
       The 2019/2020 Personnel Commission’s budget was presented and reviewed. Member
       Rapoza asked for previous budgets for comparison.

9.0 SCHEDULE OF UPCOMING EVENTS
   9.1 April 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. 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 2:26 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