



**PERSONNEL COMMISSION AGENDA**  
November 16, 2021 at 2 p.m.  
Board Conference Room

**1.0 CALL TO ORDER**

1.1 Call to Order

1.2 Establishment of Quorum

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

1.3 Pledge of Allegiance

**2.0 APPROVAL OF AGENDA/MINUTES**

2.1 Minutes of October 19, 2021—Action

2.2 Approval of Agenda—Action

**3.0 COMMENTS AND SUGGESTIONS FROM EMPLOYEES OR GUESTS**

Public comments will be allowed. The Commission will recognize any member of the audience not on the agenda and wishing to speak on the matter directly related to Personnel Commission business. The Commission may allot time to those wishing to speak, but no action will be taken on matters presented. If appropriate, the Commission may direct that a matter be referred to the Executive Director, Human Resources' office for placement on a future agenda.

**4.0 REPORTS**

4.1 Chairperson or Member's Report

4.2 Executive Director, Human Resources' Report

**5.0 CONSENT AGENDA**

5.1 Appointments, Promotions, Demotions/Transfers—Action

5.2 Leaves of Absences—Action

5.3 Separations from Service—Action

5.4 Examinations in Progress—Action

5.5 Eligibility Lists Established—Action

*Information concerning the consent items listed has been forwarded to each Commission Member prior to this meeting for his/her study. Unless a Commission Member or member of the audience has a question about a particular item(s) and asks that it be withdrawn from the consent list, the item(s) will be approved at one time by the Personnel Commission Members.*

**6.0 CORRESPONDENCE**

6.1 2022 Classification Study Memorandum

6.2 2022 Reclassification Study Memorandum

**7.0 OLD BUSINESS**

7.1 None.

**8.0 NEW BUSINESS**

8.1 Schedule of December Personnel Commission Meeting—Action

**9.0 CLOSED SESSION**

9.1 Evaluation of Personnel: Executive Director, Human Resources, Classified

**10.0 OPEN SESSION**

10.1 Report Out: The Commission will report out any actions, if any, taken in closed session.

**11.0 SCHEDULE OF UPCOMING EVENTS**

11.1 December 14, 2021, Regular Meeting of the Personnel Commission at 2 p.m. in the Board Conference Room:  
400 Encinal Street, Santa Cruz, CA 95060.

**12.0 ADJOURNMENT**