



Personnel Commission Meeting November 16, 2021

APPROVED MINUTES

1.0 CALL TO ORDER

- 1.1 Chairperson Miller called the regular meeting to order at 2:01 p.m. followed by the Pledge of Allegiance.
- 1.2 Establishment of Quorum.
Present: Chairperson, Lynn Miller; Vice Chairperson, James Rapoza and Member, Lawrence Lane.

Guests: C.S.E.A Vice President, Michele Sossoyan-Rix; Scott Mean-Hill and Karina Mendez.

2.0 APPROVAL OF MINUTES/AGENDA

- 2.1 The minutes of the Personnel Commission meeting of October 19, 2021 were approved (Rapoza/Lane).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None
- 2.2 To accept the agenda as amended (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 Executive Director, Human Resources' Report
 - 4.2.1 Executive Director Cope gave a COVID-19 update. Vaccinations and in person instruction are going well as everyone adapts to the changing situation. He expressed how proud he was of COE staff for their work in meeting student needs.
 - 4.2.2 AB 438 passed to be effective January 2022 and therefore Merit Rules may need to be revised to include Classified layoff changes and notifications.

5.0 CONSENT AGENDA

- 5.1 The consent agenda was approved as submitted (Rapoza/Lane).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None

6.0 CORRESPONDENCE

6.1 2022 Classification Study Memorandum

The 2022 Classification Study Memorandum was sent to all employees whose classification will be studied during the 2022 Classification/Reclassification Study. The classifications that will be studied under the Professional Service Family and Instructional Support Family are: Family Services Counselor; Occupational Therapist; Therapist/Physically Disabled, Senior Instructional Aide; Senior Instructional Aide, Autism Support (SE); Senior Instructional Aide, Juvenile Hall (AE); Foster Youth Educational Liaison; Gang Intervention Specialist; and Student Leadership & Engagement Coordinator.

6.2 2022 Reclassification Study Memorandum

The 2022 Reclassification Study Memorandum was sent to all employees notifying them that they have until February 1, 2022 to submit a completed reclassification request.

7.0 OLD BUSINESS

7.1 None.

8.0 NEW BUSINESS

8.1 None.

9.0 CLOSED SESSION

9.1 The Commission adjourned into a closed session at 2:08 p.m. to discuss the Classified Evaluation for Executive Director, Human Resources, Classified.

10.0 OPEN SESSION

10.1 The Commission reconvened at 2:22 p.m. and did not have anything to report out in regards to the Classified Evaluation for Executive Director, Human Resources, Classified.

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

12.1 The meeting of the Personnel Commission was adjourned at 2:23 p.m.

Distribution:

Personnel Commission
Dr. Faris Sabbah, Superintendent
SCCOE Board of Education
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C.S.E.A President
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Attest:

Troy Cope
Executive Director, Human Resources