



Personnel Commission Meeting October 18, 2022

APPROVED MINUTES

1.0 CALL TO ORDER

- 1.1 Chairperson Rapoza called the regular meeting to order at 2:00 p.m. followed by the Pledge of Allegiance.
- 1.2 Establishment of Quorum.
Present: Chairperson, James Rapoza; Vice Chairperson, Lawrence Lane; and Member, Lynn Miller

Guests: Executive Director of Human Resources, Troy Cope; C.S.E.A Representative, Michele Sossoyan-Rix; and Karina Mendez.

2.0 APPROVAL OF MINUTES/AGENDA

- 2.1 The minutes of the Personnel Commission meeting of August 16, 2022 were approved (Miller/Lane).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None
- 2.2 To accept the agenda (Miller/Lane).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None

3.0 COMMENTS OR SUGGESTIONS FROM EMPLOYEES OR GUESTS

- 3.1 C.S.E.A. Representative Rix told the Commission that Commissioner Rapoza's reelection was approved at their last union meeting and expressed her gratitude for holding this position for another term. Executive Director Cope also expressed his appreciation to Commissioner Rapoza.

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. Restrictions have begun to loosen up as everyone is trying to figure out how to live with COVID-19. The definitions of direct versus indirect contacts have been redefined to close contacts, this has changed some of the protocols for notifications sent to employees. Vaccine boosters against COVID-19 are accessible in Santa Cruz County to the community.

5.0 CONSENT AGENDA

5.1 The consent agenda (5.1-5.5) was approved as submitted (Lane/Miller).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

6.0 CORRESPONDENCE

6.1 2022 SPCA/NC Annual Conference - September 9, 2022

Event information about the Annual Conference for Personnel Commission was sent September 9, 2022.

7.0 OLD BUSINESS

7.1 None.

8.0 NEW BUSINESS

8.1 New Classification—First Reading—Coordinator, Technology Infrastructure and Security—Action

The need for technical infrastructure direction and support continues to increase with cybersecurity threats and the need for segmenting existing networks across Santa Cruz County. As the Internet Service Provider for 40,000 students and 7,000 staff members (all 10 school districts) it is IT department's job to ensure security, uptime, and provide guidance and support around technical needs. Furthermore, we provide direct network and technical support of 20+ school sites/programs across our Santa Cruz COE student programs and our team is stretched to provide urgent support while at the same time developing strategy to keep our network and users safe, secure, and up-to-date. Due to the hire of the Chief Technology and Innovations Officer a Director Level of the Technology Infrastructure and Security is not needed at this time and instead Coordinator level Classified Management position needs to be created. Since this is a management level position, the recommendation for salary allocation comes from the Santa Cruz County Superintendent of Schools and Cabinet, rather than the bargaining unit's Point Factoring Committee. The recommended title will be Coordinator, Technology Infrastructure and Security. This constitutes a first reading. Due to the urgent needs of the department an approval at the first reading was requested.

*Motion: To approve the newly created classification and job description for Coordinator, Technology Infrastructure and Security (\$99,799 to \$127,376) at the first reading (Miller/Lane).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

8.2 New Classification—First Reading—Director, Behavioral Health—Action

The Student Support Services Department is operating a four year, four million dollar grant delivering direct services and navigation support countywide for mental health and substance use needs. Additionally, it is expected that significant changes will occur in the next 1-5 years that affect school's ability to pull down new revenue through Medi-Cal and commercial insurance. These new pathways of funding will hopefully sustain many of the new mental health and wellness initiatives at COE and in districts. Finally, during the pandemic, the School Emergency Response Protocol/Team leadership shifted to COE and the SSS Dept from its historical seat at County Behavioral Health. Due to all these factors there is a need to create a new job description and classification under Classified Management. Because this is a management level position, the recommendation for salary allocation comes from the Santa Cruz County Superintendent of Schools and Cabinet, rather than the bargaining unit's Point Factoring Committee. The recommended title will be Director, Behavioral Health. This constitutes a first reading. Due to the urgent needs of the department an approval at the first reading was requested.

*Motion: To approve the newly created classification and job description for Director, Behavioral Health (\$110,029 to \$140,430) at the first reading (Miller/Lane).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

*Motion for 8.1 and 8.2 were made under the same motion.

9.0 CLOSED SESSION

9.1 The Commission adjourned into a closed session at 2:10 p.m. to discuss the Classified Evaluation for Executive Director, Human Resources, Classified.

10.0 OPEN SESSION

10.1 The Commission reconvened at 2:32 p.m. and reported that the Classified Evaluation for Executive Director, Human Resources, Classified will be completed next month.

11.0 SCHEDULE OF UPCOMING EVENTS

11.1 November 15, 2022, 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 2:33 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