



Personnel Commission Meeting August 20, 2024

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: Chief HR Officer, Troy Cope; Scott Mean-Hill, and Karina Mendez

2.0 APPROVAL OF MINUTES/AGENDA

- 2.1 The minutes of the Personnel Commission meeting of July 16, 2024 were approved (Lane/Rapoza).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None
- 2.2 To accept the agenda as submitted (Rapoza/Lane).
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 Commissioner Miller asked if there were cell phone policies in place for students. General rules around the appropriate use of technology including cell phones, social media and AI was discussed.
 - 4.1.2 Commissioner Lane attended the COE-All Kick Off on August 7, 2024. He stated that it seemed like a good event, it was well attended and glad to be a part of it.
- 4.2 Chief Human Resources Officer's Report
 - 4.2.1 Chief HR Officer Cope discussed the list of current Keenan trainings and the reasons for staff and Commissioners to take these trainings. This includes Company Nurse, Workplace Violence Prevention, Title IX Overview, Mandated Reporter, and Sexual Harassment Prevention. Discussion followed.
 - 4.2.2 He also invited the Commission to attend the 2024 SPCA/NC Annual Conference in Napa, CA on October 27-28, 2024 if they would like to attend.
 - 4.2.3 He discussed the beginning of school activities during the COE-All Kick Off such as unions meetings, department meetings, and student presentations.

5.0 CONSENT AGENDA

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

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

6.0 CORRESPONDENCE

6.1 Correspondence - Letter to Commissioner Miller

Commissioner Miller did agree to another three-year term. The Superintendent will take the nomination of the Joint Appointee to the Board Meeting for approval as Commissioner Miller's term will expire December 31, 2024.

7.0 OLD BUSINESS

7.1 None.

8.0 NEW BUSINESS

8.1 None.

9.0 SCHEDULE OF UPCOMING EVENTS

9.1 August 20, 2024, Regular Meeting of the Personnel Commission at 2:00 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 2:13 p.m.

Attest:

Troy Cope

Chief Human Resources Officer

Distribution:

Personnel Commission

Dr. Faris Sabbah, Superintendent of Schools

SCCOE Board of Education

SCCOE Office Managers

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