



Personnel Commission Meeting July 16, 2024

APPROVED MINUTES

1.0 CALL TO ORDER

- 1.1 Chairperson Miller called the regular meeting to order at 2:00 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 June 18, 2024 were approved as amended (Rapoza/Lane).
Ayes: Unanimous
Noes: None
Abstain: None
Absent: None
- 2.2 To accept the agenda as submitted (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 Chief Human Resources Officer's Report
 - 4.2.1 Chief HR Officer Cope thanked the HR staff for all their hard work and recruitment efforts during the summer.
 - 4.2.2 He also invited the Commission to attend the COE All Staff Kick Off on August 7, 2024 at Twin Lakes' Monschke Hall at 9 a.m.

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 None.

7.0 OLD BUSINESS

7.1 None.

8.0 NEW BUSINESS

8.1 Classification Title Change and Revision—First Reading—Systems Engineer—Action

Background

Due to legislative changes in the 2023-2024 school year, there is a need for district oversight to support data submission to the state. These changes have significantly increased around how the COE efforts support the 11 districts. The COE's vision is to create a data system from cradle to career to break barriers between preschool, K-12, post-secondary and careers. This system, One Source, would maintain all records such as academic, behavior, and attendance and would be similar to those established in Santa Clara, Stanislaus, and Kern County Offices of Education. In order to make this vision come to fruition there will be a new department created under the Tech+ umbrella called Data, Analytics and Development.

The first reading of the recommended classifications of Data Engineer and Software Engineer were approved by the Personnel Commission on November 14, 2023. Before the second reading occurred the positions were placed on hold for further review. The department is now willing to revisit these classifications. They have decided to combine them together with the current classification of Network Engineer as duties are similar to each other but the individual desk would have specific duties. The Account Specialist IV job description was used as a reference for this classification revision.

The newly proposed title is Systems Engineer. As a title change with additional duties is being added to an existing classification, the department is requesting to have these changes approved at a first reading.

This constitutes a first reading. Discussion followed.

Motion: To approve the job description revisions and title change from Network Engineer to Systems Engineer at the first reading (Lane/Rapoza).

Ayes: Unanimous

Noes: None

Abstain: None

Absent: None

9.0 SCHEDULE OF UPCOMING EVENTS

- 9.1 August 20, 2024, Regular Meeting of the Personnel Commission at 2 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 2:08 p.m.

Attest:

Troy Cope

Chief Human Resources Officer

Distribution:

Personnel Commission

Dr. Faris Sabbah, Superintendent

SCCOE Board of Education

SCCOE Office Managers

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