



APPROVED MINUTES

Personnel Commission Meeting
April 16, 2013

1.0 CALL TO ORDER

1.1 Chairperson Rapoza called the regular meeting to order at 2:01 p.m. followed by the pledge of allegiance.

1.2 Establishment of Quorum.

Present: Chairperson, James Rapoza; Vice Chairperson, Lawrence Lane; Member, Keith Parkhurst; Human Resources Director, Megan Corey Booth; and Human Resources Analyst, Toni Alldredge.

Guests: None.

2.0 APPROVAL OF MINUTES/AGENDA

2.1 The minutes of the Personnel Commission meeting of March 19, 2013 were approved.

Ayes: Lane/Rapoza Noes: None

Abstain: Parkhurst Absent: None

2.2 To accept the agenda (Parkhurst/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
None.

4.2 Human Resources Director's Report

4.2.1 Director Corey Booth reported that she gave a Human Resources Department report at the manager's meeting on April 10, 2013.

4.2.2 Director Corey Booth informed the Commission that a survey was sent to employees at the County Office of Education site asking them what additional training opportunities they would like the COE to offer for professional development.

4.2.3 Director Corey Booth attended the PASSCo meeting in Yolo County, April 24-26, 2013.

4.2.4 Director Corey Booth served on the classified Human Resources Director oral examination panel for Santa Cruz City Schools. Heidi Odom was selected as their new Director of classified personnel.

4.3 Deputy Superintendent's Report

4.3.1 Director Corey Booth informed the Commission that Deputy Superintendent Wall was unable to attend, but wanted the Commission to know that the County Office is moving forward in securing the COE building and issuing badges to employees.

5.0 CONSENT AGENDA

5.1 The consent agenda was approved as submitted (Parkhurst/Lane).

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/Reclassification Status Update

Director Corey Booth provided the Commission an update on the reclassification process. Pat Einfalt of Professional Assistance Team and Director Corey Booth will present reclassification recommendations to cabinet on April 30, 2013. Director Corey Booth will meet with supervisors and employees during the week of May 6-10, 2013 for review and discussion. The Personnel Commission will review the initial reclassification report at their May 21, 2013 meeting.

9.0 SCHEDULE OF UPCOMING EVENTS

9.1 May 21, 2013 Regular Meeting of the Personnel Commission, Bay Conference Room, 2 p.m., Santa Cruz County Office of Education, 400 Encinal Street, Santa Cruz, CA 95060.

10.0 ADJOURNMENT

10.1 The meeting of the Personnel Commission was adjourned at 2:18 p.m.

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Megan Corey Booth

Attest: Megan Corey Booth, Human Resources Director