



APPROVED MINUTES

**Personnel Commission Meeting
July 16, 2013**

1.0 CALL TO ORDER

1.1 Chairperson Rapoza called the regular meeting to order at 2 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; and Human Resources Analyst, Toni Alldredge.

Guests: Deputy Superintendent, Bryan Wall and C.S.E.A. Co-President, Heather Hutchison.

2.0 APPROVAL OF MINUTES/AGENDA

2.1 The minutes of the Personnel Commission meeting of June 18, 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 C.S.E.A. Co-President Hutchison announced that C.S.E.A. was in the middle of negotiations and stated that one portion was settled.

4.0 REPORTS

4.1 Chairperson or Member's Report

Commissioner Lane wanted to thank the Human Resources staff for all their good work on the 2013 classification/reclassification study.

4.2 Human Resources Director's Report

4.2.1 Administration will hold its "kickoff" on August 13, 2013 at Seascape Golf Resort.

4.2.2 The Management Retreat is scheduled on Wednesday, August 14, 2013.

4.2.3 The County Office of Education's 2013/2014 Orientation Day has been scheduled on August 26, 2013.

4.2.4 The Personnel Commission meeting scheduled on August 20, 2013 has been canceled.

4.0 REPORTS, continued

4.3 Deputy Superintendent's Report

- 4.3.1 Deputy Superintendent Wall reported that BASTA (the County Office of Education and law enforcement) sponsored a five-week sports camp for youth this summer. Denise Pitman Rosas has done an incredible job organizing and overseeing the program. Scott Hill volunteered his time and coached volleyball.

5.0 CONSENT AGENDA

5.1 The consent agenda 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 C.S.E.A.'s Appointee to the Personnel Commission

In accordance with Section Education Code 45247, the appointment of Commissioner Rapoza expires on December 1, 2013. Commissioner Rapoza is the appointee of the Classified School Employees' Association, Chapter 484. C.S.E.A., Chapter 484 shall publicly announce their appointee no later than September 30, 2013.

Heather Hutchison informed the Commission that she spoke with Commissioner Rapoza and he is interested in serving another term.

9.0 CLOSED SESSION

9.1 Evaluation of Personnel: Human Resources Director. The Commission adjourned into closed session at 2:15 p.m.

10.0 OPEN SESSION

10.0 The Commission reconvened to open session at 2:37 p.m. The Commission completed the evaluation of the Human Resources Director.

11.0 SCHEDULE OF UPCOMING EVENTS

11.0 September 17, 2013 Regular Meeting of the Personnel Commission, Bay Conference Room 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 2:38 p.m.

Distribution: Personnel Commissioners
Michael C. Watkins, Superintendent
SCCOE Board of Education
SCCOE Office Managers
C.S.E.A. President and Representatives
SCCOE Schools/Classes
SCCOE Main Office Bulletin Board

Megan Corey

Attest: Megan Corey, Human Resources Director