



APPROVED MINUTES

Personnel Commission Meeting August 18, 2009

1.0 CALL TO ORDER

1.1 Vice Chairperson Lane called the regular meeting to order at 2:30 p.m. followed by the Pledge of Allegiance.

1.2 Establishment of Quorum.

Present: Vice Chairperson, Lawrence Lane; Member, James Rapoza; Human Resources Director, Traci Outtrim; and Human Resources Analyst, Toni Alldredge.

Absent: Chairperson, Keith Parkhurst.

Guests: Mike James, Associate Superintendent and Heather Hutchison, C.S.E.A. Co-President.

2.0 APPROVAL OF MINUTES/AGENDA

2.1 The minutes of the Personnel Commission meeting of July 21, 2009 were approved (Rapoza/Lane).

Ayes: Unanimous Noes: None

Abstain: None Absent: Parkhurst

2.3 To accept the agenda as submitted (Rapoza/Lane).

Ayes: Unanimous Noes: None

Abstain: None Absent: Parkhurst

3.0 COMMENTS OR SUGGESTIONS FROM EMPLOYEES OR GUESTS

3.1 None.

4.0 REPORTS

4.1 Chairperson or Member's Report

Commissioner Lane announced that he will attend the SPCA Northern California Annual Conference.

4.2 Human Resources Director's Report

The Santa Cruz County Office of Education's Orientation Day is scheduled on August 21, 2009 at Cabrillo College. Commissioners were invited to attend.

On July 29, 2009, Director Outtrim and Yvette Rivera participated in the Safe School Webinar, an on-line training program for employees.

Attended the Supervisory Sexual Harassment Prevention Training on August 5, 2009 at Sonoma COE. She will be presenting this training to county district administrators in September.

4.0 REPORTS, continued

4.3 Deputy Superintendent's Report

Deputy Superintendent James distributed invitations to the Commission inviting them to the Santa Cruz County Office of Education's Orientation Day.

Deputy Superintendent James reported that C.S.E.A. ratified their agreement on August 12, 2009. Deputy Superintendent James reviewed the agreed changes with the Commission.

5.0 CONSENT AGENDA

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

Ayes:	Unanimous	Noes:	None
Abstain:	None	Absent:	Parkhurst

6.0 CORRESPONDENCE

6.1 None.

7.0 OLD BUSINESS

7.1 None.

8.0 NEW BUSINESS

8.1 Appointment of Third Member to the Personnel Commission

In accordance with Section Education Code 45245, the appointment of Commissioner Keith Parkhurst will expire on December 1, 2009. Commissioner Parkhurst is the appointee of the two sitting Commissioners. All Commissioners and the County Superintendent of Schools have been notified of the expiring term. Director Outtrim informed the Commission that Commissioner Parkhurst expressed his interest in being reappointed. Commissioner Lane and Commissioner Rapoza announced that they plan to nominate Commissioner Parkhurst for reappointment. A public hearing will be held at the September meeting.

8.2 Revision to Merit Rules: 7.202 Family Leave

Director Outtrim reported that she met with C.S.E.A. representatives to develop language revisions to the CSEA contract article on Leaves. These changes were part of the full negotiated agreement ratified earlier this month. Therefore, the proposed revisions to Merit Rule 7.202 Family Leave are consistent with contract language and compliant with the federal revisions to FMLA handed down earlier this year. Heather Hutchison reported that she was pleased with the revised language. The Commission recognized Traci Outtrim and C.S.E.A. for revising language that is compliant with the law and for working so well together. Prior to the motion, Director Outtrim noted that there was a duplication in section E of the proposal and recommended action be taken with the removal of the duplicate section.

Motion: Move for approval of language as presented with the revision that item "E" be removed (Rapoza/Lane).

Ayes:	Unanimous	Noes:	None
Abstain:	None	Absent:	Parkhurst

