

Berkeley Unified School District
2020 Bonar Street, The Tech Lab, Room 126
Berkeley, CA 94702

Personnel Commission

Reynaldo Ortiz, Chairperson

Timothy Carter, Vice-chairperson

Heidi Goldstein, Commissioner

Erin Arinez, Classified Personnel Supervisor

Meeting Agenda

October 13, 2016 – 5:00 pm

1. **Call to Order** **Chairperson Ortiz**
2. **Roll Call & Establishment of Quorum** **Erin Arinez**
3. **Public Comments (15 minute limit)** **Public**

This is an opportunity for the public to comment on Personnel Commission business not on the agenda. The time limit is five minutes per individual and a total of fifteen minutes per subject. No action can be taken by the Commission.
4. **Approval & Adoption of Agenda** **Chairperson Ortiz**
5. **Approval of Meeting Minutes** **Chairperson Ortiz**

Approve the Personnel Commission Meeting Minutes for the following:

 - a) August 4, 2016 p. 3-5 (as amended from September 1st meeting)
 - b) September 1, 2016 p. 6-8
6. **Consent Items** **Chairperson Ortiz**

Ratification of Eligibility Lists

 - a) Student Systems Analyst p. 9
 - b) Health and Wellness Program Coordinator p. 10
 - c) School Bus Driver p. 11
 - d) School Safety Officer p. 12
 - e) Human Resources Technician (brought back from September 1st meeting) p. 13
7. **Discussion Items**

This item is presented for discussion only and may be carried over from a prior meeting. No action will be taken on this item at this time.

 - a) Agenda Item Request: Lolita Coleman – **Attachment A**
8. **Conference Items** **Chairperson Ortiz**

This item is presented for discussion and action and is carried over from a previous meeting.

 - a) Review resume and meet with potential Interim Director of Classified Personnel.
 - b) Discuss and approve the recruitment plan for the Director of Classified Personnel.
9. **Reports**
 - a) Union **Union Representatives**
 - b) Commissioners Reports **Commissioners**
 - c) Classified Personnel Supervisor **Erin Arinez**
 - i. New Hires and Examinations administered in the month of August p. 14

10. Public Comments (15 minute limit)

Public

This is an opportunity for the public to comment on Personnel Commission business not on the agenda. The time limit is five minutes per individual and a total of fifteen minutes per subject. No action can be taken by the Commission.

11. Next Meeting

Chairperson Ortiz

Follow up items for next Personnel Commission Meeting

12. Adjournment

Chairperson Ortiz