

Personnel Commission

Heidi Goldstein, Chairperson

Dr. Reynaldo Ortiz, Vice-Chairperson
Patricia Duwel, Secretary

Tim Carter, Commissioner

Meeting Agenda

November 8th, 2018 – 4:30 pm

1. **Call to Order** Chairperson Goldstein
2. **Roll Call & Establishment of Quorum** Secretary Duwel
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 Goldstein
5. **Approval of Meeting Minutes** Chairperson Goldstein
Approve the Personnel Commission Meeting Minutes for the following:
 - a) October 4, 2018, Regular Meeting Minutes, p. 2-6
6. **Consent Items** Chairperson Goldstein
It is recommended that the Personnel Commission consider approving a number of agenda items as a Consent list. Consent items are routine in nature, and can be enacted in one motion without further discussion. This procedure conserves meeting time for a full discussion of significant issues.

Ratification of Eligibility Lists
 - a) After School Program Specialist, p. 7
 - b) Custodian I, p. 8
 - c) Director, Fiscal Services, p. 9
 - d) Instructional Specialist, Athletics, p.10
 - e) Interpreter for the Deaf, p. 11
 - f) Nutrition Services Satellite Operator, p. 12
 - g) Student Body Account Technician, p.13
7. **Reports** Union Representatives
District Representatives
Commissioners
Secretary Duwel
 - a) Union
 - b) District Reports
 - c) Commissioners Reports
 - d) Personnel Director
 - i. New Hires and Examinations administered in the month of October, p. 14
8. **Conference Items** Chairperson Goldstein
These items are presented for discussion and action and may be carried over from a previous meeting.
 - a) Request for Reclassification- F. Martinez, Attachment, **Attachment A**
 - b) Request for Advance Step Placement- A. Herrera, **Attachment B**
 - c) 2017-2018 Annual Report, *Second Reading and Approval*, **Attachment C**
 - d) Request to Extend Eligibility List- School Administrative Assistant III, **Attachment D**
 - e) Request to Extend Eligibility List- Lead Maintenance Engineer, **Attachment E**
9. **Discussion Items** Chairperson Goldstein
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) 2019 CSPCA Annual Conference, **Attachment F**
10. **Closed Session (2 matters)** Chairperson Goldstein
 - a) Employee Discipline and Legal Matters - Government Code § 54954.5 (2017-D-01) (2018-D-01)
 - b) Joint-Appointed Personnel Commissioner- Discussion
11. **Report from Closed Session** Chairperson Goldstein
12. **Public Comments (15-minute limit)** Public
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13. **Next Meeting** Chairperson Goldstein
Follow up items for next Personnel Commission Meeting.
14. **Adjournment** Chairperson Goldstein