


MEMORANDUM

To: Ed Manansala, Ed.D., County Superintendent

From: Coleen M. Johnson, Executive Director
Personnel Services 

Date: August 29, 2016

Re: Reappointment of Personnel Commissioner Norm Menzie

In accordance with Merit System Regulation 2.10.3, (Ed. Code 45247) the term of each Personnel Commissioner is for three years and expires at noon on December 1. The term of one Commissioner expires each year. The Executive Director of Personnel Services is required to notify the County Board of the name of the Commissioner whose term will expire and whether or not he/she will accept reappointment. The notification shall also list the appointing authority and indicate that the Board must follow the provisions of Education Code Section 45248.

The appointment of Mr. Norman Menzie of the Personnel Commission will expire as follows:

<u>Name</u>	<u>Appointing Authority</u>	<u>Commission Effective Date</u>	<u>Commission Expires</u>
Norman Menzie	County Superintendent	12/1/2016	12/01/2019

Mr. Menzie has indicated he will gladly accept another term if it pleases the Superintendent and County Board, which would extend his term through December 1, 2019.

Thank you.