

PERSONNEL COMMISSION MEETING MINUTES

May 21, 2019

5:10 PM

El Dorado County Office of Education, Room B-3

Commissioners Present: Norm Menzie, Chairperson and ReeAnn Wyly, Vice Chairperson

Commissioners Absent: Mary Richardson, Commissioner

Present: Wendy Frederickson, Executive Director
LuAnn Lantsberger, Personnel Coordinator
Eileen Hartley, Recording Secretary

Guests: None

1. 5:10 P.M. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL/CHANGES TO AGENDA FOR MAY 21, 2019 MEETING

Commissioner Wyly motioned to approve the agenda, seconded by Commissioner Menzie.
Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.

4. APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 24, 2019

Commissioner Wyly motioned to approve the minutes, seconded by Commissioner Menzie.
Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.

5. INTRODUCTION OF GUESTS: None.
6. VISITOR COMMENTS AND QUESTIONS: None.
7. COMMISSIONER REPORTS, COMMENTS AND QUESTIONS (ITEMS NOT ON AGENDA):
None.
8. UNFINISHED BUSINESS, CORRESPONDENCE AND LEGISLATION: None.

ACTION ITEMS

9. ADOPTION OF PERSONNEL COMMISSION 2019-20 BUDGET

Commissioner Wyly motioned, seconded by Commissioner Menzie, to approve the 2019-20 Personnel Commission budget as presented. Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.

10. CONTINUOUS ELIGIBILITY LISTS: INSTRUCTIONAL ASSISTANT-SPECIAL SERVICES

Commissioner Wyly motioned, seconded by Commissioner Menzie, to approve the Continuous Eligibility List for Instructional Assistant-Special Services as presented. Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.

11. ELIGIBILITY LIST: CLASSIFIED PROGRAM ASSISTANT

Commissioner Wyly motioned, seconded by Commissioner Menzie, to approve the Eligibility List for Classified Program Assistant as presented. Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.

12. ELIGIBILITY LIST: DATA ANALYST

Commissioner Wyly motioned, seconded by Commissioner Menzie, to approve the Eligibility List for Data Analyst as presented. Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.

13. EXECUTIVE DIRECTOR OF PERSONNEL SERVICES REPORT

13.1 Personnel Assignments – April 1-30, 2019 were presented and reviewed.

13.2 Other Reports.

- Dave Publicover will be out for a period of time.
- Tahoe Meet and Greet and Year End Celebration was held on May 20, 2019.
- The Classification Compensation Study is needing further follow up and the meeting will be rescheduled.
- There will be a retirement celebration for Betty Connolly on June 11, 2019 at 4:30 p.m.

14. **NEXT REGULAR MEETING:** Wednesday, June 19, 2019 at 11:30 a.m.

15. **ADJOURNMENT:** The meeting adjourned at 5:35 p.m. on a motion by Commissioner Wyly, seconded by Commissioner Menzie. Ayes: N. Menzie, R. Wyly. Noes: None. Motion carries.