

PERSONNEL COMMISSION MEETING MINUTES

June 19, 2019

11:30 AM

El Dorado County Office of Education, Room B-1

Commissioners Present: Norm Menzie, Chairperson and Mary Richardson, Commissioner

Commissioners Absent: Ree Ann Wyly, Vice Chairperson

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

Guests: Dr. Ed Manansala, Superintendent; Kevin Monsma, Deputy
Superintendent and Andrea Miller, CSEA President

1. 11:32 A.M. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL/CHANGES TO AGENDA FOR JUNE 19, 2019 MEETING

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

4. APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 21, 2019

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

5. INTRODUCTION OF GUESTS: Andrea Miller, CSEA President, was introduced to the Commission.
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. **CONSOLIDATED ELIGIBILITY LIST: CLASSROOM ASSISTANT II-CDP-WESTERN SLOPE**

Commissioner Richardson motioned, seconded by Commissioner Menzie, to approve the Consolidated Eligibility List for Classroom Assistant II-CDP-Western Slope as presented. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.

10. **ELIGIBILITY LIST: DRIVER-SPECIAL SERVICES**

Commissioner Richardson motioned, seconded by Commissioner Menzie, to approve the Eligibility List for Driver-Special Services as presented. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.

11. **CONSOLIDATED ELIGIBILITY LIST: INDIAN EDUCATION LIAISON**

Commissioner Richardson motioned, seconded by Commissioner Menzie, to approve the Consolidated Eligibility List for Indian Education Liaison as presented. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.

12. **ELIGIBILITY LIST: INSTRUCTIONAL ASSISTANT-SPECIAL SERVICES-SOUTH LAKE TAHOE**

Commissioner Richardson motioned, seconded by Commissioner Menzie, to approve the Eligibility List Instructional Assistant-Special Services-South Lake Tahoe as presented. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.

13. **CONTINUOUS ELIGIBILITY LIST: INSTRUCTIONAL ASSISTANT-SPECIAL SERVICES**

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

14. **ELIGIBILITY LIST: PROGRAM TECHNICIAN**

Commissioner Richardson motioned, seconded by Commissioner Menzie, to approve the Eligibility List for Program Technician as presented. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.

15. **2018-19 CLASSIFICATION/COMPENSATION STUDY - CLASSIFICATION RECOMMENDATIONS FOR SALARY SCHEDULES D, F, AND J AND SALARY SCHEDULE E**

Commissioner Richardson motioned, seconded by Commissioner Menzie, to accept the 2018-19 Classification/Compensation Study results and recommendations for Salary Schedules D, F, and J and Salary Schedule E. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.

16. **EXECUTIVE DIRECTOR OF PERSONNEL SERVICES REPORT**

16.1 Personnel Assignments – May 1-31, 2019 were presented and reviewed.

16.2 Other Reports.

- Dave Publicover continues to be out for a period of time.
- Wendy will be attending the Latrobe and Camino Board Meetings to address the Board Self-Evaluation process.
- The Special Services Extended School Year is in full swing.
- The Golden Ridge Juvenile Hall program in Placerville is closing. The Blue Ridge program in South Lake Tahoe will remain open.
- Wendy and Gigi Marchini recently made a site visit to the Rite of Passage programs in Minden, NV and Yerington, NV.
- Wendy and LuAnn will be attending the ACSA Personnel Conference in October.

17. **NEXT REGULAR MEETING:** August 28, 2019 at 5:10 p.m. at the El Dorado County Office of Education, Room B-1.

18. **ADJOURNMENT:** The meeting adjourned at 12:15 p.m. on a motion by Commissioner Richardson, seconded by Commissioner Menzie. Ayes: N. Menzie, M. Richardson. Noes: None. Motion carries.