

PERSONNEL COMMISSION MEETING AGENDA

April 22, 2020

5:10 PM

Virtual Meeting

Web Link (copy and paste into browser):

<https://edcoe.zoom.us/j/98828017064?pwd=Tzh6Ti8zRGE0b1N4YnZYejNBUIRsUT09>

Dial in option: 1-669-900-6833, Meeting ID: 988 2801 7064

1. **5:10 P.M. CALL TO ORDER**

2. **ANNOUNCEMENT: EXECUTIVE ORDER N-29-20 TELECONFERENCE FLEXIBILITY**

This meeting is held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All commission members will be attending the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

3. **ANNOUNCEMENT: PUBLIC ACCESS TO THE EL DORADO COUNTY PERSONNEL COMMISSION MEETING**

The public will have access to the El Dorado County Personnel Commission meeting through Zoom Teleconferencing. There are two options for those individuals who wish to make a public comment. 1.) During the meeting, comments can be sent through the Zoom meeting chat feature, or 2.) Prior to, or during the meeting, comments may be sent to the recording secretary of the Commission via email at ehartley@edcoe.org. A moderator for the meeting will read your comments for the record.

4. **ANNOUNCEMENT: SHOULD THIS BOARD MEETING ENCOUNTER ANY SECURITY BREACH OR INAPPROPRIATE ISSUES, THE MEETING WILL BE ENDED IMMEDIATELY AND RESCHEDULED AS SOON AS PRACTICAL.**

5. **PLEDGE OF ALLEGIANCE**

6. **APPROVAL OF AGENDA FOR APRIL 22, 2020 MEETING**

7. **APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 26, 2020 (March meeting was canceled)**

8. **INTRODUCTION OF GUESTS**

The Executive Director will introduce any visiting guests.

9. **VISITOR COMMENTS AND QUESTIONS** – Persons may comment at this time on items not listed on the agenda. Each person is limited to three minutes. The Commissioners may hear such comments, but may not act upon any item which is not on the agenda. (Govt. Code §54954.3)

10. **COMMISSIONER REPORTS, COMMENTS AND QUESTIONS (ITEMS NOT ON AGENDA)**

11. **UNFINISHED BUSINESS, CORRESPONDENCE AND LEGISLATION.**

PRESENTATION:

12. Dr. Ed Manansala, Superintendent, will present his bi-annual report to the Personnel Commission.

ACTION ITEMS:

13. **PUBLIC HEARING – PERSONNEL COMMISSION 2020-21 BUDGET**

The Executive Director recommends the Commission review the 2020-21 budget and conduct a public hearing. The 2020-21 budget will be brought back to the next meeting for adoption prior to approval by the El Dorado County Board of Education. **(Attachment 1)**

14. **CONTINUOUS ELIGIBILITY LIST: INSTRUCTIONAL ASSISTANT-AUTISM-SPECIAL SERVICES**

A Continuous Eligibility List has been developed for Instructional Assistant-Autism-Special Services. **(Attachment 2)**

15. **ELIGIBILITY LIST: IT PROFESSIONAL DEVELOPMENT COORDINATOR**

An Eligibility List has been developed for IT Professional Development Coordinator. **(Attachment 3)**

16. **ELIGIBILITY LIST: SECRETARY I**

An Eligibility List has been developed for Secretary I. **(Attachment 4)**

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

17.1 Personnel Assignments – February 1-29, 2020 **(Attachment 5)** and March 1-31, 2020 **(Attachment 6)**

17.2 Other Reports.

18. **NEXT REGULAR MEETING:** Wednesday, May 27, 2020 at 5:10 p.m.

19. **ADJOURNMENT**

Notice: In compliance with the Americans with Disabilities Act, for those requiring special assistance to access public meeting rooms or to otherwise participate at a public meeting conducted by the El Dorado County Office of Education (EDCOE), please contact Kathy Daniels at 530.295.2205, kdaniels@edcoe.org at least 48 hours in advance of the meeting you wish to attend so that every reasonable effort to accommodate you, including requests for auxiliary aids or services, can be made. Meeting documents are provided on the Personnel Commission's webpage at edcoe.org. If you require documents being discussed at a public meeting be made accessible, please contact **Eileen Hartley**, 530.295.2250, ehartley@edcoe.org at least 48 hours in advance of the meeting. EDCOE strives to provide a fragrance free work environment. For the comfort of all participants, attendees are requested to refrain from using perfume, cologne and other fragrances.