

PERSONNEL COMMISSION MEETING MINUTES

May 27, 2020
5:10 PM
Virtual Meeting

Commissioners Present: Norm Menzie, President; Mary Richardson, Vice-President; Janet Maruniak, Commissioner

Commissioners Absent: None

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

Guests: None

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

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

This meeting was 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 attended the meeting by teleconference. This meeting was held as a virtual meeting only. The public could observe and address the meeting via Zoom.

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

The public had access to the El Dorado County Personnel Commission meeting through Zoom Teleconferencing. There were two options for those individuals who wished to make a public comment. 1.) During the meeting, comments could be sent through the Zoom meeting chat feature, or 2.) Prior to, or during the meeting, comments could be sent to the recording secretary of the Commission via email at ehartley@edcoe.org. A moderator for the meeting was available to read any comments for the record.

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

5. **PLEDGE OF ALLEGIANCE**

6. **APPROVAL OF AGENDA FOR MAY 27, 2020 MEETING**

Commissioner Menzie motioned to approve the agenda for the May 27, 2020 meeting, seconded by Commissioner Maruniak. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

7. **APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 22, 2020**

Commissioner Menzie motioned to approve the minutes of the April 22, 2020 meeting, seconded by Commissioner Maruniak. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

8. **INTRODUCTION OF GUESTS**

None.

9. **VISITOR COMMENTS AND QUESTIONS**

None.

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

None.

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

None.

ACTION ITEMS:

12. **ADOPTION OF 2020/21 PERSONNEL COMMISSION BUDGET**

On a motion by Commissioner Menzie, seconded by Commissioner Maruniak, the 2020/21 Personnel Commission budget was approved as presented. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

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

13.1 Personnel Assignments for April 1-30, 2020 were presented and reviewed.

13.2 Other Reports

- Revisions to the job specs recommended for updating through the 18/19 Classification Compensation Study have been made and an MOU for their approval is in process with CSEA.
- Michael Gillespie has been hired as the new Executive Director of Charter Programs. He will start on July 1, 2020. David Publicover's last day on site is May 28, 2020.
- Phil Jones has been hired as the new Director of Facilities and will start on July 1, 2020. Kathy Daniels will be working through June 8, 2020.
- The Extended School Year session will be held via distance learning.
- Sugarloaf Arts Camp has been canceled this year.
- EDCOE has several Wireless on Wheels (WOW) busses that are being used to supply internet connectivity to some of the more rural locations in El Dorado County.
- Personnel Services will be operating fingerprinting services on a very limited internal basis.
- Personnel Services has developed a system for online testing for Merit System positions.
- There is currently no re-entry date set for EDCOE employees. A survey is going out to all employees to obtain feedback on re-entry.

14. **NEXT REGULAR MEETING:** Wednesday, June 24, 2020 at 11:30 a.m. via Zoom.

15. **ADJOURNMENT:** The meeting adjourned at 5:37 p.m. on a motion by Commissioner Menzie, seconded by Commissioner Maruniak. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

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