

SONOMA COUNTY OFFICE OF EDUCATION
Personnel Commission
Regular Meeting Agenda
December 15, 2015 - 3:00 p.m.
Human Resources Conference Room

Commissioners: Theresa Cunningham (Chair), Gerald Klor, Gail Whooley (Vice-Chair), and Fran Elm (Alternate);
Staff: Michael Juric, Ed.D., and Patti Springer

Oath of Office

The Oath of Office will be administered to re-appointed Personnel Commissioner, Ms. Theresa Cunningham, by Dr. Steve Herrington, pending receipt of approval of appointment from the State Superintendent of Public Instruction.

Regular Meeting

1. Call to Order
2. Approval of the December 15, 2015 Regular Meeting Agenda
3. Approval of the November 16, 2015 Regular Meeting Minutes
4. Public Comment - *At this time any person wishing to speak will be given up to three minutes to make a presentation to the Personnel Commission on any agenda item or a non-agenda item so long as it is within the subject matter jurisdiction of the Personnel Commission. The Commission may not discuss or take action on any issue not on the agenda, except to ask questions or refer matters to staff. The public may also address items on the agenda when such items are being considered.*
5. Action Items
 - a. Approval of Revisions to job title and description of Public Information Assistant/Interagency Liaison – Confidential to Agency Outreach Coordinator - Confidential
6. Information/Discussion Items
 - a. Classified Recruiting Update November 9, 2015 – December 4, 2015
7. Announcements
8. Next Meeting - The next meeting is scheduled for Monday, January 11, 2016, at 3:00 p.m. in the Human Resources Conference Room.
2015-16 meetings are normally scheduled for the 3rd Monday of each month. The scheduled meeting dates are July 20, August 17, September 21, October 19, November 16, December 14 (second Monday), January 11 (second Monday), February 22 (fourth Monday), March 21, April 18, May 16, and June 20. All meetings will begin at 3:00 p.m. and will be held in the Human Resources Conference Room.

Closed Session: Adjournment to closed session to consider and/or take action upon any of the following items:

1. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957;

Public Employee Performance Evaluation

Title: Assistant Superintendent of Human Resources in his capacity as Personnel Commission Director

Open Session

9. Report out of reportable action for closed session, if any
10. Adjournment