

SONOMA COUNTY OFFICE OF EDUCATION  
**Personnel Commission**  
**Regular Meeting Agenda - Amended**  
**March 21, 2016 - 3:00 p.m.**  
**Business Services Conference Room**

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

**Regular Meeting**

1. Call to Order
2. Approval of the March 21, 2016 Regular Meeting Agenda
3. Approval of the February 22, 2016 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. Working Out-of-Class Request for Business Services Accounting Specialist II
  - b. Request for Advanced Step Placement of Accountant in Business Services at Range 5, Step 3 of the Classified Management Salary Schedule, Retroactive to January 11, 2016.
6. Information/Discussion Items
  - a. Summary of 2016 CSPCA Annual Conference – Cunningham
  - b. Request for Appeal - Juric
  - c. Classified Recruiting Update February 18, 2016 – March 11, 2016 - Juric
7. Announcements
8. Next Meeting - The next meeting is scheduled for Monday, April 18, 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.*
9. Adjournment