

SONOMA COUNTY OFFICE OF EDUCATION
Personnel Commission
Regular Meeting Agenda
June 26, 2017, 3:00 p.m.
Human Resources Creekside Conference Room

Commissioners: Theresa Cunningham (Vice-Chair), Gerald Klor (Chair); Gail Whooley, Staff: Michael Juric, Ed.D., and Nicole Rosaschi

Regular Meeting

1. Call to Order
2. Approval of the June 26, 2017 Regular Meeting Agenda
3. Approval of the May 22, 2017 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. Request Approval for Advanced Step Placement of the Media Clerk Driver New Hire to Step 3 of Range 18 on the SEIU Salary Schedule.
 - b. Request Approval of Revisions to Administrative Secretary IV Job Description for Live Scan Technician
6. Information/Discussion Items
 - a. Classified Recruiting Update May 9, 2017 – June 19, 2017
7. Assistant Superintendent Update
8. Announcements
 - a. Board Meeting June 29th – PC Annual Report
9. Next Meeting - The next meeting is scheduled for July 24, 2017, at 3:00 p.m. in the Human Resources Conference Room.

2016-17 meetings are normally scheduled for the fourth Monday of each month. Future meeting is scheduled for July 24, August 28, September 25, October 23, November 27, December 25, January 22, February 26, March 26, April 23, May 28, June 25. All meetings will begin at 3:00 p.m. and will be held in the Human Resources Conference Room.
10. Adjournment