

SONOMA COUNTY OFFICE OF EDUCATION  
**Personnel Commission**  
**Regular Meeting Agenda - Amended**  
**July 18, 2016, 3:00 p.m.**  
**Human Resources Creekside 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 July 18, 2016 Regular Meeting Agenda
3. Approval of the June 20, 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 Human Resources Credential Clerk to Perform the Duties of a Credential Technician from July 11, 2016 – August 31, 2016
  - b. Working Out-of-Class Request for Human Resources Administrative Support Secretary III to Perform the Duties of a Credential Clerk from July 11, 2016 – August 31, 2016
6. Information/Discussion Items
  - a. Classified Recruiting Update June 4, 2016 – July 8, 2016
7. Announcements
8. Next Meeting - The next meeting is scheduled for Monday, July 18, 2016, at 3:00 p.m. in the Human Resources Conference Room.

*2016-17 meetings are normally scheduled for the 3rd Monday of each month. The scheduled meeting dates are July 18, August 15, September 19, October 17, November 21, December 19, January 23 (fourth Monday), February 27 (fourth Monday), March 20, April 17, May 15, and June 19. 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