

SONOMA COUNTY OFFICE OF EDUCATION  
**Personnel Commission**  
**Regular Meeting Agenda Amended**  
**September 19, 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 September 19, 2016 Regular Meeting Agenda
3. Approval of the August 15, 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. Request Approval for Advanced Step Placement of Human Resources Credential Clerk New Hire to Step 3 of Range 37 on the SEIU salary schedule
  - b. Request Approval of Employee's Request to be Restored to the 39-Month Rehire List
6. Information/Discussion Items
  - a. Update on Expiring Term of Personnel Commissioner Gail Whooley – December 1, 2016
  - c. Classified Recruiting Update August 6, 2016 – September 5, 2016
  - d. Commission Site Visits
7. Announcements
8. Next Meeting - The next meeting is scheduled for Monday, October 17, 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. Future meetings are scheduled for 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.*
9. Adjournment