

SONOMA COUNTY OFFICE OF EDUCATION  
**Personnel Commission**  
**Regular Meeting Minutes - Adopted**  
**October 30, 2017, 3:00 p.m.**  
**Human Resources Creekside Conference Room**

Present: Theresa Cunningham (Vice-Chair), Gerald Klor (Chair); Gail Whooley, John Laughlin, Nicole Rosaschi and Debbie Shepherd.

**Regular Meeting**

1. **Call to Order** – Mr. Klor called the meeting to order at 3:00 p.m.
2. **Approval of the October 30, 2017 Meeting Agenda** – On motion by Mr. Klor and seconded by Ms. Cunningham and Ms. Whooley, the motion carried to approve the agenda.
3. **Approval of the September 25, 2017 Regular Meeting Minutes** – On motion by Mr. Klor and seconded by Ms. Cunningham, the motion carried to approve the minutes.
4. **Public Comment** – Ms. Shepherd commented that the Personnel Minutes are missing from the SCOE website from April 2017 forward.
5. **Action Items**
  - a. Proposed Revision of Merit Rule 60.700.1 – There was a brief discussion on the changes. On motion by Mr. Klor and seconded by Ms. Cunningham and Ms. Whooley, the motion carried to approve the proposed changes to Merit Rule 60.700.1.
  - b. Selection of Personnel Commissioner – This item was postponed to the next meeting. Dr. Herrington and Ms. Peluso are meeting with the applicants tomorrow. After we receive letters of support from the Superintendent and the Union Representative, we can bring it to the Personnel Commission. The Commissioners suggest doing a background check by fingerprinting for both applicants, since we will also need an alternate.
6. **Information/Discussion Items**
  - a. Classified Recruiting Update September 19, 2017 – October 23, 2017 - Mr. Laughlin discussed how we have extended our recruitment searches to include Craigslist and the Press Democrat, when needed. There are currently five Teaching Assistant positions open. Some of the classes are down in numbers. It is a challenge to staff the classrooms; it is something we work on every day.
7. **Associate Superintendent Update** – Mr. Laughlin discussed the recent tragedy and how it is impacting SCOE. Ms. Shepherd commented that she was very grateful Mr. Laughlin was in his current role, as he made it go very smooth and handled it very well.
8. **Announcements** - There are no announcements.
9. **Next Meeting** - The next meeting is scheduled for Monday, November 20, 2017, at 3:00 p.m. in the Human Resources Conference Room. Please note this is a change, from November 27, 2017
10. **Adjournment** – The meeting was adjourned at 3:22 p.m.