

SONOMA COUNTY OFFICE OF EDUCATION
Personnel Commission
Regular Meeting Minutes - Adopted
November 20, 2017, 3:00 p.m.
Human Resources Creekside Conference Room

Present: Theresa Cunningham (Vice-Chair), Gerald Klor (Chair); Gail Whooley, John Laughlin, Stephanie Sarris, 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 November 20, 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 October 30, 2017 Regular Meeting Minutes – On motion by Mr. Klor and seconded by Ms. Cunningham and Ms. Whooley, the motion carried to approve the minutes.
4. Public Comment – Ms. Shepherd stated she will address her topics under the relevant topics, if any.
5. Action Items
 - a. Selection of Personnel Commissioner – Mr. Laughlin described the background of the applicants and the Commissioners reviewed the joint letter from Dr. Herrington and Ms. Peluso in support of Deborah Muchmore as the Personnel Commissioner and of Adriana Arrizon as the standing alternate Commissioner. On a motion by Mr. Klor and seconded by Ms. Cunningham and Ms. Whooley, the motion carried to recommend Ms. Muchmore for a three year term on the Personnel Commission. Also on motion made by Mr. Klor and seconded by Ms. Cunningham and Ms. Whooley the motion passed to appoint Ms. Arrizon as the standing Alternate Commissioner.
6. Information/Discussion Items
 - a. Classified Recruiting Update October 23, 2017 – November 17, 2017
7. Associate Superintendent Update – Mr. Laughlin combined the review of the Classified Recruiting Update and his update. Filling the Teaching Assistant positions remain a challenge. Staff have attended a couple of job fairs and there has been a good response. Two interviews were held today. The position of Fiscal Director – Internal was recently announced. It will be Elissa Alfano, starting January 2, 2018. Linda Daugherty will go back to an accountant position. External Accountant interviews are still in progress.
8. Announcements – Mr. Laughlin shared that Dr. Herrington’s wife, Beverly, passed away a week ago after a long, courageous battle with cancer. There continues to be updates on Fire Relief. Donations to leave bank for fire victims was offered to SCOE employees to contribute to those staff who’ve been most severely impacted by the fires. SMART Train passes were donated to those who lost their homes. Mr. Laughlin has been participating in United Way of the Wine Country as they review applications for relief. There have been approximately 1500 applications for assistance.

Mr. Klor inquired about ANOVA and Mr. Laughlin shared that since their facility was damaged beyond use, they have been able to work out an agreement with Bennett Valley School District for classrooms to be used temporarily, until their site is repaired.

Mr. Klor will be honored at the next Board Meeting on December 7th at 3:00 p.m.
9. Next Meeting - The next meeting is scheduled for December 18, 2017, at 3:00 p.m. in the Human Resources Conference Room.
10. Adjournment – The meeting was adjourned at 3:13 p.m.