

PERSONNEL COMMISSION MEETING MINUTES

March 24, 2021
5:10 PM
Virtual Meeting

Commissioners Present: Janet Maruniak, Chair; Norm Menzie, Vice-Chair; Mary Richardson, Commissioner

Commissioners Absent: None

Present: LuAnn Lantsberger, Personnel Coordinator, on behalf of Amy Andersen, Executive Director
Eileen Hartley, Recording Secretary

Guests: None

1. **5:10 P.M. CALL TO ORDER**

The meeting was called to order at 5:16 p.m. by Commissioner Maruniak, Chair.

2. **PLEDGE OF ALLEGIANCE**

3. **ANNOUNCEMENT: EXECUTIVE ORDER N-29-20 TELECONFERENCE FLEXIBILITY**

This meeting is held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All commission members will be attending the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

4. **ANNOUNCEMENT: PUBLIC ACCESS TO THE EL DORADO COUNTY PERSONNEL COMMISSION MEETING**

The public will have access to the El Dorado County Personnel Commission meeting through Zoom Teleconferencing. There are two options for those individuals who wish to make a public comment. 1.) During the meeting, comments can be sent through the Zoom meeting chat feature, or 2.) Prior to, or during the meeting, comments may be sent to the recording

secretary of the Commission via email at ehartley@edcoe.org. A moderator for the meeting will read your comments for the record.

5. **ANNOUNCEMENT: SHOULD THIS COMMISSION MEETING ENCOUNTER ANY SECURITY BREACH OR INAPPROPRIATE ISSUES, THE MEETING WILL BE ENDED IMMEDIATELY AND RESCHEDULED AS SOON AS PRACTICAL.**

6. **APPROVAL OF AGENDA FOR MARCH 24, 2021 MEETING**

Commissioner Menzie motioned to approve the agenda for the March 24, 2021 meeting, seconded by Commissioner Richardson. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

7. **APPROVAL OF MINUTES OF REGULAR MEETING OF FEBRUARY 24, 2021**

Commissioner Menzie motioned to approve the minutes of the February 24, 2021 meeting, seconded by Commissioner Richardson. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

8. **INTRODUCTION OF GUESTS**

None.

9. **VISITOR COMMENTS AND QUESTIONS**

None.

10. **COMMISSIONER REPORTS, COMMENTS AND QUESTIONS (ITEMS NOT ON AGENDA)**

None

11. **UNFINISHED BUSINESS, CORRESPONDENCE AND LEGISLATION**

None

ACTION ITEMS:

12. **ELIGIBILITY LIST FOR DRIVER-SPECIAL SERVICES**

Commissioner Menzie moved, seconded by Commissioner Richardson, to approve the Eligibility List for Driver-Special Services, as presented. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

13. **CONTINUOUS ELIGIBILITY LIST FOR INSTRUCTIONAL ASSISTANT-SPECIAL SERVICES**

Commissioner Menzie moved, seconded by Commissioner Richardson, to approve the Continuous Eligibility List for Instructional Assistant-Special Services, as presented. Ayes: M.

Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

14. **CONTINUOUS ELIGIBILITY LIST FOR INSTRUCTIONAL ASSISTANT-AUTISM-SPECIAL SERVICES**

Commissioner Richardson moved, seconded by Commissioner Menzie, to approve the Continuous Eligibility List for Instructional Assistant-Autism-Special Services, as presented. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

15. **ELIGIBILITY LIST FOR PERSONNEL TECHNICIAN II**

Commissioner Richardson moved, seconded by Commissioner Menzie, to approve the Eligibility List for Personnel Technician II, as presented. Ayes: M. Richardson, N. Menzie; Abstain: J. Maruniak. Noes: None. Motion carried.

16. **ELIGIBILITY LIST FOR PROGRAM ASSISTANT**

Commissioner Menzie moved, seconded by Commissioner Richardson, to approve the Eligibility List for Program Assistant, as presented. Ayes: M. Richardson, N. Menzie, J. Maruniak. Noes: None. Motion carried.

17. **EXECUTIVE DIRECTOR OF PERSONNEL SERVICES REPORT**

17.1 Personnel Assignments – February 1-28, 2021 were presented and reviewed.

17.2 Other Reports

- Darci Vance has been hired as the new Personnel Technician II in Personnel Services.
- The Charter SELPA Executive Director recruitment is moving forward.
- Kimberly Brandt has been selected as a Wellness Champion, along with LuAnn Lantsberger. This recognition provides EDCOE with more funds for future wellness challenges.
- The 2020/21 Classification/Compensation Study is moving along.
- Personnel Services is assisting with the Latrobe and Mother Lode School District Superintendent recruitments.
- EDCOE will be in full re-entry starting April 5, 2021.
- EDCOE has settled with ECTA for a two-year contract on salaries.
- CSEA negotiations are continuing.
- The COVID-19 vaccine clinics are going well; surveillance testing is slowing down.
- The COVID-19 leave law relating to supplemental paid sick leave that ended on December 31, 2020 has been reactivated, retro to January 1, 2021. Eligibility is slightly different.

18. **NEXT REGULAR MEETING:** Wednesday, April 28, 2021 at 5:10 p.m. **via Zoom.**

19. **ADJOURNMENT:** On a motion by Commissioner Menzie, seconded by Commissioner Richardson, the meeting was adjourned at 5:40 p.m. Ayes: M. Richardson, N. Menzie, J.

Maruniak. Noes: None. Motion carried.

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