



June 13, 2017

The Personnel Commission of the Humboldt County Office of Education met in the Alder Room in regular session on June 13, 2017 at 5:15 p.m.

1.0 Danette Demello, Chairperson called the meeting to order at 5:20 p.m.

Present: Danette Demello, Chairperson; Will Folger, Personnel Commission Member.
Also present: Debra Kingshill, Coordinator of Personnel Services, Dr. Chris Hartley, County Superintendent of Schools; Maureen Yost, President CSEA Chapter 566

2.0 REVIEW OF THE MINUTES

Minutes of the May 9, 2017 meeting were reviewed. Commissioner Demello made a motion to approve the minutes. Commissioner Folger seconded the motion. Motion passed unanimously.

3.0 PUBLIC COMMENT

Maureen provided an update on how the money collected from membership dues was utilized this past year. \$150.00 was ear marked for the Toys for Tots program given out at Christmas time. Another \$150.00 was donated to the North Coast Stand Down program benefitting area Veterans. In June two Chapter 566 members were awarded scholarships totaling \$500.00 (\$250.00 each). These went to the children of Myrika Myrick and Glenda Noel.

4.0 PERSONNEL UPDATES

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4.1 NEW HIRES

- Printing and Communication Technician *A. Pitt*
- Central Office Receptionist *A. Belser*
- Principal Account Tech – Financial Systems Support *A. Nicolai*
- HERC Delivery Driver *T. Kingshill*
- Intermediate Account Technician – Ed Services *B. Howard*
- INS Help Desk (1.0 FTE) *E. Reinhart*
- Behavior Support Assistant (10 mos., 1.0 FTE) - 2 positions, *L. Carerra, C. Tunzini*

4.2 RESIGNATIONS

- Program Aide, Special Beginnings *C. Davis*
- Program Aide, Ct/Comm *M. Ward*
- CalSOAP Events Technician *A. Grant*
- HERC Delivery Driver *D. Botkin*
- Behavior Support Assistant *F. Pena*

4.3 POSITIONS UNDER REVIEW

- Program Aide, Glen Paul (.86 FTE) – 2 positions
- Program Aide, Glen Paul Preschool (.86 FTE) - 2 positions

- Program Aide, Eagle Point (.86 FTE)
- Program Aide, Fortuna TLC (.86 FTE)
- Behavior Support Assistant (4 positions) (10 mos., 1.0 FTE)
- Program Aide, Special Beginnings – Del Norte Preschool (.86 FTE) 2 positions
- Program Aide, Special Beginnings – Peninsula (.86 FTE)

5.0 ACTION ITEM

There were no action items.

6.0 NEW LEGISLATION

No new legislation to report on.

7.0 SUPERINTENDENTS REPORT

Dr. Hartley mentioned he's been a bit overwhelmed by the amount of retiree parties! It's hard to keep up when you're having so much fun celebrating all these milestone accomplishments.

He also mentioned that just today, the North Coast School Medical Insurance JPA approved a new qualifying event for employee members, county wide. As a result employee groups may use the ratification date of their newly negotiated union contracts as the "qualifying event". Individuals will have 30 days past the ratification date to make any changes. This period is limited to making plan changes only as opposed to Open Enrollment which happens in the month of May when other changes are also allowed.

8.0 REVIEW TRAVEL CLAIMS

Travel claims were distributed, signed and returned.

9.0 The meeting was adjourned at 5:50 p.m.

The next regularly scheduled meeting will be held August 8, 2017 in the Alder Room at 5:15 p.m. **Please note there will be no meeting in July.**