

HUMBOLDT COUNTY OFFICE OF EDUCATION

PERSONNEL COMMISSION

Chris N. Hartley, Ed.D., *Superintendent*
Debra Kingshill, *Coord. of Personnel Services*

COMMISSION MEMBERS:

Sheila Porterfield
Danette Demello
Will Folger

901 Myrtle Avenue, Eureka, California 95501 • (707) 445-7039 • FAX (707) 445-7112

August 2, 2017

The Personnel Commission of the Humboldt County Office of Education met in the Alder Room in regular session on August 2, 2017 at 5:15 p.m.

1.0 Sheila Porterfield, Vice Chairperson called the meeting to order at 5:15 p.m.

Absent: Danette Demello, Chairperson

Present: Will Folger, Personnel Commission Member; Sheila Porterfield, Vice Chairperson.

Also present: Debra Kingshill, Coordinator of Personnel Services

2.0 REVIEW OF THE MINUTES

Minutes of the June 13, 2017 meeting were reviewed. Commissioner Folger made a motion to approve the minutes. Commissioner Porterfield seconded the motion. Motion passed unanimously.

3.0 PUBLIC COMMENT

There was no public comment

4.0 PERSONNEL UPDATES

4.1 RESIGNATIONS

- Principal Account Technician (1.0 FTE) *M. Laffranchi*
- Intermediate Account Technician (1.0 FTE) *K. Hill*
- Program Aide, Eagle Point TLC (.86 FTE) *L. Lorenzen*
- Program Aide, Special Beginnings, (.86 FTE) *K. Hill*
- Program Aide, Special Beginnings, (.86 FTE) *C. Bean*

4.2 POSITIONS UNDER REVIEW

- Senior Account Technician
- Intermediate Account Technician
- Behavior Support Assistant (10 mos., 1.0 FTE) - 2 positions
- 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)
- 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 was unable to attend the meeting.

8.0 REVIEW TRAVEL CLAIMS

Travel claims were distributed, signed and returned.

9.0 The meeting was adjourned at 5:40 p.m.

The next regularly scheduled meeting: September 12, 2017 in the Alder Room at 5:15 p.m.
