**HUMBOLDT COUNTY PERSONNEL COMMISSION**

901 Myrtle Avenue, Eureka, CA. 95501

**MINUTES**

**March 9, 2021**

1. **CALL TO ORDER** The Personnel Commission of the Humboldt County Office of Education met via Zoom in regular session on March 9, 2021. Will Folger called the meeting to order at 5:17 PM.

**Present-**Commissioners, Will Folger and Joe McKinzie.

**Others Present-** Jenny Bowen, Director of Personnel; Diana Rocha, Personnel Department Secretary.

**Public-**None present

1. **REVIEW OF THE MINUTES** Review of minutes. Joe Mckinzie made a motion to approve the minutes. Will seconded, minutes were approved as submitted.
2. **PUBLIC COMMENT** No comment
3. **PERSONNEL UPDATES**
   1. **REPORT BY DIRECTOR OF PERSONNEL** Jenny Bowen reported about the roll out of vaccines. HCOE is working with Public Health and over 4,000 vaccines have been administered to all K-12 staff. HCOE is now offering self-administered COVID testing with Valencia Labs, which has a 2-3 day turn around. Thirty-eight employees have applied for the summer assistance program. Joe and Jenny will be attending the Personnel Commission Academy.
   2. **NEW HIRES** Jenny Bowen reported on the new hires.
   3. **POSITION SEPARATION** Jenny Bowen reported our current separations.
   4. **POSTIONS UNDER REVIEW** Jenny Bowen reported our current position vacancies.
4. **ACTION ITEM**  There were no action items.
5. **BUDGET REPORT** Jenny Bowen reported on the budget. There were no changes in activity.
6. **SUPERINTENDENTS REPORT** In lieu of Superintendent Hartley,Jenny Bowen spoke about the California final re-opening plan. The State has 4.5 billion in funds with 2 billion available in reopening grants.
7. **REVIEW TRAVEL CLAIM** Diana Rocha will email claims to Commissioners Joe McKinzie and Will Folger.
8. **ADJOURNMENT** Will Folger adjourned the meeting at 5:32 pm.