

HUMBOLDT COUNTY PERSONNEL COMMISSION
901 Myrtle Avenue, Eureka, CA. 95501

MINUTES

October 21st, 2021

1.0 CALL TO ORDER The Personnel Commission of the Humboldt County Office of Education met via Zoom in regular session on October 21st, 2021. Will called the meeting to order at 3:00 p.m.

Present -Commissioners, Will Folger and Danette Demello

Others Present- Jenny Bowen, Director of Personnel

Public-None present

2.0 REVIEW OF THE MINUTES Danette requested a change to the August minutes to reflect that previous job description(s) presented were approved as submitted and did not need to be brought back to the Commission once revisions were complete. Danette made a motion to approve minutes from August 10th, 2021. Will seconded. Motion passed unanimously.

3.0 PUBLIC COMMENT No comment

4.0 PERSONNEL UPDATES

4.1 REPORT BY DIRECTOR OF PERSONNEL Jenny Bowen reported about recent hires and resignations. Jenny talked about the passing of Bill AB 438 how that affects Certificated and Classified employees. Jenny talked about the HCOE job audit that is currently being conducted and how we are trying to clean up our website and our job descriptions. Will recommends consistency across HCOE job postings and descriptions for ease of review, Danette seconds. Jenny reported that HCOE and the union are in negotiations about extending Paraprofessional hours, benefits, and pay in an effort to recruit more staff.

4.2 NEW HIRES Jenny Bowen reported on the new hires.

4.3 POSITION SEPARATION Jenny Bowen reported our current separations.

4.4 POSITIONS UNDER REVIEW Jenny Bowen reported our current position vacancies.

5.0 ACTION ITEM

5.1 All

5.1.1 Determine Personnel Commission Meeting schedule. Due to Joe McKenzie not being present for today's meeting, it was decided to not make any schedule changes until Joe's input could be considered as well. Danette suggests going over Personnel Commission rules at the next Personnel Commission meeting should time allow. All agree.

6.0 BUDGET REPORT Jenny Bowen reported on the budget. Normal changes in activity. There were no questions or follow up.

7.0 SUPERINTENDENTS REPORT Dr. Chris Hartley is resigning from his position as Superintendent of Schools effective November 1st, 2021.

8.0 REVIEW TRAVEL CLAIM Jimella will email claims to Commissioners.

9.0 ADJOURNMENT Will adjourned the meeting at 3:37 p.m.