

PERSONNEL COMMISSION

MINUTES

January 18, 2011
9:00 AM, Room 508

1. ROLL CALL

Members Present: Mary Beall, Commissioner
Miriam Rothman, Commissioner
Bert Seal, Commissioner

Present: Dave Liss, Mike Reese, Sue Wybraniec, Elva Uribe

Secretary: Michele Fort-Merrill

Recording Secretary: Maritess Pantaleon

APPROVAL OF AGENDA

MSC (Seal/Rothman) to approve the agenda as presented.

2. APPROVAL OF MINUTES

1. Regular Meeting – December 14, 2011

MSC (Rothman/Seal) to approve the minutes as presented.

3. RATIFICATION OF ACTIONS BY DIRECTOR

A. None

4. CLASSIFICATION/SALARY RECOMMENDATION

A. Classification of New Positions

1. None

B. Reclassifications/Reallocations

1. Classification Review Period 2011 – Management Reports

MSC (Rothman/seal) to approve the recommendations for classified positions as presented.

B. Job Descriptions

None

5. POSITION ANNOUNCEMENTS

TITLE

Child Care and Development Planning Council Specialist (Part-Time)
Program Business Specialist III

TYPE

OPEN
OPEN

The above listed position announcements were presented for information only.

6. ELIGIBILITY LISTS

<u>TITLE</u>	<u>TYPE</u>	<u># Eligible</u>	<u>EXPIRES</u>
Web Developer/Programmer I	OPEN	3	6/12/12

MSC (Seal/Rothman) to approve the eligibility list as presented.

7. INFORMATION ITEMS

- Personnel Actions
 1. A report of personnel actions for December 2011 was presented for information.
- Presentations
 1. None

9. COMMUNICATIONS

- SDCOE Annual Report to the Community

10. DIRECTORS REPORT

- None

11. OTHER ACTIONS

- None

12. DATE OF NEXT MEETING

A. Regular Meeting – February 15, 9:00 AM, Room 508

13. ADJOURNMENT

Meeting adjourned at 9:30 A.M.

Approved: Personnel Commission

By: Merian Rothman

Date: 2-15-12