

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, April 22, 2013

1. The regular meeting of the Marin County Office of Education Personnel Commission was held at the Marin County Office of Education, 1111 Las Gallinas Avenue, San Rafael, CA on Monday, April 22, 2013.
2. Ms. McKown convened the meeting at 5:00 p.m.
3. Present for the meeting were Commissioners Catherine McKown, Arline Zerkel and Bill Bridges. The staff was represented by Ms. Tracee Edmunds and Ms. Carol Toepfer.
4. M/s/c/Zerkel/Bridges approved the agenda.
5. Ms. McKown invited public comment on items not on the agenda.
6. M/s/c /Zerkel/Bridges approved the minutes for the meeting held March 25, 2013.
7. M/s/c/ Bridges/Zerkel approved to set May 20, 2013 as the date set for a public hearing for the 2013-14 Proposed Personnel Commission Budget.
8. Ms. Edmunds, Personnel Director, reported on the following:
 - Announced upcoming events: Golden Bell Ceremony, May 23, 2013, and Year End/Retirement Party June 7, 2013.
 - Reviewed highlights of the April 11, 2013 Personnel Commissioner training on the role of the Personnel Director.
 - Presented annual goals for Personnel in progress and completion of RSS Feed to reflect EdJoin. Reviewed work on Personnel goals in preparation for Personnel Commission goal discussion in June.
 - Provided updated information on classified layoffs, notices delivered by April 29th, final report will be at the May 20th meeting.
 - Reviewed the status report for the period March 25, 2013 – April 22, 2013. Current leaves, terminations, resignations and vacancies were reviewed.
9. Ms. McKown invited Commissioner items or reports not on the agenda:
 - Commissioner Zerkel requested updates as they arise regarding the County Community School building project and the classification study project.
 - Commissioner McKown reported on NC-SPCA Mini Conference taking place October 12, 2013, and the February 2014 Annual SPCA Conference taking place in San Jose.
10. M/s/c /Zerkel/Bridges/ requested to adjourn at 5:57 p.m.
11. The next meeting will be held on Monday, May 20, 2013 at 5:00 p.m. in the Board Room.

Call to Order

Roll Call/Guests

Agenda Approved

Public Comment

Minutes
Approved

Proposed 2013-14
Personnel Comm.
Budget
Personnel
Director's Report

Commissioners'
Reports/Items

Adjournment


Tracee Edmunds
Secretary