

**MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, November 14, 2022**

The regular meeting of the Marin County Office of Education Personnel Commission was held in person and accessible via video conference on Monday, November 14th, 2022.

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| <p>1. Ms. Foster convened the meeting at 3:31 p.m.</p> | <p><u>Call to Order</u></p> |
| <p>2. Present for the meeting were Commissioners Catherine McKown, Paulette Foster, and Dr. Arline Zerkel. The staff was represented by Tracee Edmunds and Josie Chavez. Guests: Christine Franceschi – CSEA Second Vice President, Debbie Aviron - CSEA Secretary, and Nancy Malcolm - CSEA Council 5013 President and CSEA Regional Communication Officer.</p> | <p><u>Roll Call/Guests</u></p> |
| <p>3. Motion, seconded, and carried, Zerkel/McKown; the matter passed 3-0 to approve and adopt the agenda as recommended.
Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None.</p> | <p><u>Agenda Approved</u></p> |
| <p>4. Ms. Foster invited the public to comment on items not on the agenda.</p> | <p><u>Public Comment</u></p> |
| <p>5. Motion, seconded, and carried, Zerkel/McKown; the matter passed 3-0 to approve the minutes for the meeting held October 24th, 2022 as amended.
Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None.</p> | <p><u>Minutes Approved</u></p> |
| <p>6. The Commission discussed the 2022-23 Personnel Commission calendar-meeting location.</p> | <p><u>2022-23 Meeting
Calendar Discussion</u></p> |
| <p>7. Motion, seconded, and carried, McKown/Zerkel; the matter passed 3-0 to approve the 22-23 meeting calendar. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None.</p> | <p><u>2022-23 Meeting
Calendar</u></p> |
| <p>8. Ms. Edmunds provided an update on the progress of the classification studies for the Credentials Analyst Series. The revised job descriptions went before the Board on November 8th. Work on the salary survey continues.</p> | <p><u>Classification Study</u></p> |
| <p>9. Ms. Edmunds reported on the following:</p> <ul style="list-style-type: none">• The CSPCA-NC conference will be held on January 22-24, 2023.• Review of the Personnel Commission website with annual report data.• Brown Act amendments per AB 2647 and AB 2449 providing posting requirement updates and flexibility for remote participation.• Updates on the soft opening of WCR for conference events this fall and plan for Spring 2023.• Updates on local handling of the Covid-19 pandemic. Review of Marin County positive case numbers and the extension of the Covid-19 supplemental paid sick leave to December 31st, 2022.• Review status report for the period of October 21st – November 10th, 2022. Current leaves, resignations, and vacancies were reviewed. | <p><u>Personnel Director's
Report</u></p> |
| <p>1. Ms. Foster invited Commissioners to report on items not on the agenda.</p> | <p><u>Reports/Items</u></p> |
| <p>2. Motion, seconded, and carried, Zerkel/McKown; the matter passed 3-0 to adjourn the meeting. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None. Ms. Foster adjourned the meeting at 4:14 p.m.</p> | <p><u>Adjournment</u></p> |


Tracee Edmunds
Secretary