



PLEASE POST ON CLASSIFIED BULLETIN BOARD

PERSONNEL COMMISSION MEETING

PERSONNEL COMMISSION MEETING PROCEDURES

Members of the audience may respond to any item on the agenda provided they have been recognized by the Commission Chairperson. It is requested that speakers identify themselves. In order that proper attention may be given each item on the agenda, the chair may on occasion find it necessary to limit the time allotted to each speaker.

Citizens' opinions on Personnel Commission issues are always welcome. However, the Commission may not discuss or take action on any item not on the agenda.

SMOKING IS NOT PERMITTED ON DISTRICT PREMISES

What: Personnel Commission Meeting
When: November 20, 2014
Time: 5:00 p.m.
Where: Lompoc Unified School District
Education Center – Conference Room 1
1301 North A Street, Lompoc, California 93436

AGENDA

Call to Order – 5:00 p.m.

- A. **Approval of Minutes** (Action)
October 16, 2014 Regular Meeting and September 23, 2014 Special Meeting (*Attachment 1*)
Moved by: _____ Seconded by: _____ Vote: _____
- B. **Input from the Public**
The public may address the Commission on any matter pertaining to the Personnel Commission that is not on the agenda. The Commission may not discuss or take action on an issue not on the agenda, except to ask questions or refer matters to staff. Unless otherwise determined by the Commission, each person is limited to 5 minutes. The public may address items on the agenda when such items are being considered. (Government Code 45954.3)
- C. **Reports**
1. Barbara Sandoval, CSEA Representative – Monthly Report
2. Cynthia Carrillo, Director, Classified Human Resources – Monthly Report
- D. **Information Items**
1. Classified Personnel Items –October 14, October 28, & November 18, 2014 (*Attachment 2*)
2. Status of Vacancies (*Attachment 3*)
3. Examination Schedule (*Attachment 4*)
4. Working Out Of Class Report (*Attachment 5*)

E. **New Business (Discussion/Action)**

1. Ratification of Eligibility List – Action (***Attachment 6***)

Moved by: _____ Seconded by: _____ Vote: _____

F. **Unfinished Business (Discussion/Action)**

None

G. **Items from the Floor**

H. **Items from the Personnel Commissioners**

I. **Items from Personnel Commission Staff**

J. **Next Meeting Date**

- **December 18, 2014** (Conference Room 1) 5:00 p.m. – **Regular Meeting**

K. **Recess to Closed Session (Government Code 54957)**

There are no items for closed session.

L. **Report of Action Taken in Closed Session**

No action taken in closed session.

M. **Adjournment**

Moved by: _____ Seconded by: _____ Vote: _____

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of the Human Resources Director for the Personnel Commission, Cynthia Carrillo, Lompoc Unified School District, 1301 North A Street, Lompoc, CA 93436, (805) 742-3220

LOMPOC UNIFIED SCHOOL DISTRICT

**Personnel Commission Meeting
October 16, 2014
Unadopted Minutes**

<u>Call to Order</u>	The meeting of the Personnel Commission was called to order at 5:13 p.m. on October 16, 2014, in the Education Center, Board Room, 1301 North A Street, Lompoc, California.
<u>Members Present</u>	Gayle Higgason, Hector Samaniego
<u>Members Absent</u>	Joyce Gehlhaar
<u>Staff Present</u>	Cynthia Carrillo, Barbara Sandoval
<u>Approval of Minutes</u>	A motion was made by Hector Samaniego, seconded by Gayle Higgason, and carried to approve the minutes of the September 18, 2014 regular meeting (2-0-1). The agenda item to approve the minutes from the September 23, 2014 special meeting was pulled and will be placed on the November 18, 2014 Personnel Commission Agenda.
<u>Input from the Public</u>	None
<u>Reports</u> 1. CSEA 2. Cynthia Carrillo	Barbara Sandoval provided a brief update. Cynthia Carrillo, Director of Classified HR provided an update on the progress of the Classification Study. She indicated that the next budget year (15-16) will include funding to begin year one of the classification study (this is a three year process).
<u>Information Items</u>	<u>Classified Personnel Items –September 23, 2014 - (Attachment 2)</u> <u>Status of Vacancies – (Attachment 3)</u> <u>Examination Schedule – (Attachment 4)</u> <u>Working Out of Class Report – (Attachment 5)</u>
<u>New Business</u> 1. Ratification of Eligibility Lists 2. Extension of Eligibility List/Admin. Asst. II 3. Extension of Eligibility List/Admin. Asst. III	Motion was made by Hector Samaniego, seconded by Gayle Higgason, and carried to approve the ratification of the following eligibility lists (2-0-1): Bus Driver 1 – Established 9/15/14 – 0 Promotional / 3 Open Instructional Assistant – Established 9/14/14 – 0 Promotional / 14 Open Instructional Asst./Computer Lab – Established 9/25/14 – 1 Promotional / 8 Open Instructional Asst./Sp Ed – Established 9/24/14 – 1 Promotional / 19 Open Lead Grounds Maintenance Worker – Established 9/29/14 – 3 Promotional / 0 Open Library Technician – Established 9/26/14 – 1 Promotional / 6 Open Motion was made by Hector Samaniego, seconded by Gayle Higgason, and carried to approve the extension of the Admin. Asst. II Eligibility List until March 5, 2015 (2-0-1). Motion was made by Hector Samaniego, seconded by Gayle Higgason, and carried to approve the extension of the Admin. Asst. III Eligibility List until December 31, 2014 (2-0-1).
<u>Unfinished Business</u>	None
<u>Items from the Floor</u>	None

<u>Personnel Commissioner's Items</u>	None
<u>Items from Personnel Commission Staff</u>	None
<u>Recess to Closed Session</u>	The Personnel Commission recessed to closed session at 5:30 p.m.
<u>Reconvene to Open Session</u>	The Personnel Commission reconvened to Open Session at 5:37 p.m. and reported out the evaluation for the Director, Classified HR was completed.
<u>Next Meeting Date</u>	November 20, 2014 (Conference Room I) – Regular Meeting
<u>Adjournment</u>	Motion by Hector Samaniego seconded by Gayle Higgason and carried that the meeting be adjourned at 5:38 p.m. (2-0-1)

LOMPOC UNIFIED SCHOOL DISTRICT

**Personnel Commission - SPECIAL MEETING
September 23, 2014
Unadopted Minutes**

<u>Call to Order</u>	The meeting of the Personnel Commission was called to order at 5:00 p.m. on September 23, 2014, in the Education Center, Conference Room 1, 1301 North A Street, Lompoc, California.
<u>Members Present</u>	Joyce Gehlhaar, Hector Samaniego
<u>Members Absent</u>	Gayle Higgason
<u>Staff Present</u>	Cynthia Carrillo, Terri Moore
<u>Input from the Public</u>	Terri Moore stated that CSEA has been asking the District for a Compensation Study for some time and is requesting the Personnel Commission follow up on this concern. Cynthia Carrillo stated that this topic would be discussed at the next regular Personnel Commission Meeting.
<u>New Business - Action</u>	A motion was made by Joyce Gehlhaar seconded by Hector Samaniego and carried to approve the advanced salary placement for the Director, Fiscal Services. (2-0-1)
<u>Adjournment</u>	Motion was made by Joyce Gehlhaar seconded by Hector Samaniego and carried that the meeting be adjourned at 5:09 p.m. (2-0-1)

PERSONNEL ITEMS

ACTION ITEMS

October 14, 2014

EMPLOYMENT - Regular

<u>Name</u>	<u>Assignment</u>	<u>Status</u>	<u>Salary Schedule Placement</u>	<u>Date</u>
Andreatta, Opal	Sr. Office Assistant	Probation	Range 31-1	09/16/14
McGrath, Susan	Bus Driver I	Probation	Range 33-2	10/01/14
Rodriguez, Reyna	Home/Schl Liaison-Bil.	Probation	Range 29-2	10/13/14
Strong, Patrick	IA-SPED	Probation	Range 26-2	10/01/14
Willis, Josiah	IA-SPED	Probation	Range 26-2	10/01/14

EMPLOYMENT - Exempt

<u>Name</u>	<u>Assignment</u>	<u>Status</u>	<u>Salary Schedule Placement</u>	<u>Date</u>
Andrada, Kaitlin	IA & IA-SPED	SUB	Range 24 & 26-1	10/01/14
Arganda, Gloria	Crossing Guard	SUB	FR	09/19/14
Bambach, Barbara	OA & Lib Tech	SUB	Range 29 & 33-1	09/25/14
Berroteran, Erik	Student Assistant	Hourly	FR	08/19/14
Boneck, Syrena	Noon Duty Aide	SUB	FR	10/01/14
Brennan, Sara	CNW I	SUB	Range 21-1	10/03/14
Cervantes, Estefani	Noon Duty Aide	SUB	FR	08/19/14
Cortez, Heidi	Student Assistant	Hourly	FR	08/18/14
Cortez, Maria	IA-SPED	SUB	Range 26-1	08/26/14
Garcia, Brandy	Crossing Guard	SUB	FR	09/19/14
Giordano, Kristin	Noon Duty Aide	SUB	FR	09/25/14
Groves, Shaylyn	IA & IA-SPED	SUB	Range 24 & 26-1	09/12/14
Jimenez, Meredith	Noon Duty Aide	SUB	FR	09/18/14
Liles II, James	Crossing Guard	SUB	FR	09/11/14
Means, Margaret	Noon Duty Aide	SUB	FR	09/24/14
Morales, Paola	Student Assistant	Hourly	FR	08/19/14
Neel, Christopher	Custodian	SUB	Range 29-1	09/26/14
Ramirez, Micaela	NDA & Crossing Guard	SUB	FR	09/10/14
Rodriguez, Carina	Student Assistant	Hourly	FR	08/19/14
Terrones, Jessica	Several Classifications	SUB	Various-Step 1	09/23/14
Terrones, Veronica	Student Assistant	Hourly	FR	08/19/14
Triplett, Jackie	Custodian	SUB	Range 29-1	09/16/14
Wallace, Shianne	Student Assistant	Hourly	FR	08/19/14
Williams, Chelsea	Student Assistant	Hourly	FR	08/19/14
Young, Tina	Student Assistant	Hourly	FR	08/19/14

ASSIGNMENT CHANGE

<u>Name</u>	<u>Previous Assignment</u>	<u>New Assignment</u>	<u>Date</u>
Culp, Deborah	CNW II VMS	CNW II LVMS	10/01/14
Davis, Eliot	IA-SPED LVMS, 6.0 hrs/day	IA-SPED LHS, 6.0 hrs/day	09/15/14

Diaz, Naria	CNW I Ruth, 2.5 hrs/day	CNW I Ruth, 5.5 hrs/day	10/01/14
Irons, Theresa	Administrative Asst III Student Services	Administrative Asst III ITS	09/29/14
Lamar, Nadja	IA-SPED LC, 6.0 hrs/day	IA-SPED CHS, 6.0 hrs/day	10/06/14
Martin, Danyelle	LVN AUX, 6.0 hrs/day	LVN AUX, 7.5 hrs/day	08/19/14
Meeker, Lee Ann	CNW I CK, 2.0 hrs/day	CNW I CK, 3.0 hrs/day	10/01/14
Reizer, Evalyn	IA-SPED BV, 6.0 hrs/day	IA-SPED LB, 6.0 hrs/day	09/16/14
Rosales, Katie	IA-SPED LB, 6.0 hrs/day	IA-SPED LC, 6.0 hrs/day	10/06/14
Schneider, Gina	CNW I CK, 3.0 hrs/day	CNW I Ruth, 2.5 hrs/day	10/01/14
Smith, Robert	Home/Sch/Comm Lia.-Bil. CHS, 12 hrs/week	Home/Sch/Comm Lia.-Bil. CHS, 15 hours/week	08/25/14
Townsend, Cheri	CNW I Ruth, 5.50 hrs/day Range 21-5	CNW II VMS. 6.0 hrs/day Range 24-5	10/01/14

ASSIGNMENT CHANGE NOON DUTY AIDE

<u>Name</u>	<u>Previous Assignment</u>	<u>New Assignment</u>	<u>Date</u>
Cardoza, Ashlee	Noon Duty Aide SUB	Noon Duty Aide, Hapgood	09/11/14
Diaz, Magdalena	Noon Duty Aide, CV	Noon Duty Aide SUB	09/12/14
Garcia, Viridiana	Noon Duty Aide SUB	Noon Duty Aide, Hapgood	09/11/14
Pentel, Dianne	Noon Duty Aide SUB	Noon Duty Aide, CV	09/15/14

RESIGNATIONS

In accordance with Policy 4121 the following resignations have been accepted:

<u>Name</u>	<u>Assignment</u>	<u>Type of Resignation</u>	<u>Date</u>
Doupe, Pamela	Noon Duty Aide	Resignation	09/24/14
Hastings, Shawn	CNW I	Separation	09/03/14
Hernandez, Anna	Help Desk Technician	Retirement – 35.5 Yrs	10/01/14
Tinney, Debra	CNW II	Retirement – 36 Yrs	10/01/14

PERSONNEL ITEMS
ACTION ITEMS
 October 28, 2014

EMPLOYMENT - Regular

<u>Name</u>	<u>Assignment</u>	<u>Status</u>	<u>Salary Schedule Placement</u>	<u>Date</u>
Baumgardner, Anita	IA-Special Ed	Probation	Range 26-1	10/20/14
Eden, Holly	IA-Special Ed	Probation	Range 26-2	10/13/14
Gomez, Anthony	IA-Special Ed	Probation	Range 26-1	10/20/14

EMPLOYMENT - Exempt

<u>Name</u>	<u>Assignment</u>	<u>Status</u>	<u>Salary Schedule Placement</u>	<u>Date</u>
Yanez, Morgane	Custodian	SUB	Range 29-1	10/06/14

ASSIGNMENT CHANGE

<u>Name</u>	<u>Previous Assignment</u>	<u>New Assignment</u>	<u>Date</u>
Dubuc, Araba	IA-Special Ed 6.0 hrs/day, LH	IA-Special Ed 6.0 hrs/day, BV	10/16/14
Ingraham, Daniel	IA-Special Ed 6.0 hrs/day, CHS	IA-Special Ed 6.0 hrs/day, LC	10/20/14
Leonard, Lynda	IA-Special Ed 6.0 hrs/day, LHS Range 26-5	Student Safety/Comm Liaison 28.0 hrs/wk, LVMS Range 28-5	10/27/14
Stearns, Raymond	Grnds Maint Wrk I 8.0 hrs/day, Grnds Range 33-5	Ld. Grounds Main Wrk 8.0 hrs/day, Grnds (CHS) Range 38-4	10/09/14
Vargas, Marco	CNW I 4.5 hrs/day, CK Range 21-5	IA-Special Education 6.0 hrs/day, Hapgood Range 26-4	10/14/14

RESIGNATIONS

In accordance with Policy 4121 the following resignations have been accepted:

<u>Name</u>	<u>Assignment</u>	<u>Type of Resignation</u>	<u>Date</u>
Bedolla, Rosanna	IA-Bilingual	Resignation	10/08/14

PERSONNEL ITEMS
ACTION ITEMS
 November 18, 2014

EMPLOYMENT - Regular

<u>Name</u>	<u>Assignment</u>	<u>Status</u>	Salary Schedule <u>Placement</u>	<u>Date</u>
Bluemel, Jennifer	IA-Special Ed	Probation	Range 26-2	11/03/14
Hernandez, Sandra	IA-Bilingual	Probation	Range 25-2	10/20/14
Martinez, Rianna	IA-Special Ed	Probation	Range 26-2	11/03/14
Ruffner-Strong, Renee	IA-Special Ed	Probation	Range 26-2	10/22/14
Sanchez, Shelby	IA-Special Ed	Probation	Range 26-2	11/03/14

EMPLOYMENT - Exempt

<u>Name</u>	<u>Assignment</u>	<u>Status</u>	Salary Schedule <u>Placement</u>	<u>Date</u>
Bartholemew, Edrea	IA/IA-SPED	SUB	Range 24 & 26-1	10/14/14
Melendez, Mary Ellen	IA-Bilingual (Translations Only)		Range 25-1	10/15/14
Murphy, Kelly	Trans. Attendant	SUB	Range 26-1	10/28/14
Thomas Tefft	Bus Driver I & II	SUB	Various	10/04/14
Wells, Thelma	Crossing Guard	SUB	FR	10/24/14
Zavala, Dulce	Noon Duty Aide	SUB	FR	10/20/14

ASSIGNMENT CHANGE

<u>Name</u>	Previous <u>Assignment</u>	New <u>Assignment</u>	<u>Date</u>
Baldwin, Linda	CNW I 4.0 hrs/day	CNW I 4.75 hrs/day	11/4/04/14
Cook, Cynthia	Home/Schl/Comm Lia-Bil 7.0 hrs/day, LHS Range 29-4	IA-Computer Lab 6.0 hrs/day, C. Ruth Range 27-5	11/19/14
DeRutte, Maria "Karla"	Instructional Assistant 2.0 hrs/day,	Instructional Assistant 3.0 hrs/day,	11/10/14
Giambianco, Rosemary	Staff Secretary 4.0-4.0 hrs/day, CHS Range 33-5	Admin Assistant III 8.0/day, Ed Services Range 39-3	11/10/14
Grijalva, Gloria	Admin Assistant III 8.0/day LHS	Admin Assistant III 8.0/day, Stu. Services	10/27/14
Meeker, Lee Ann	CNW I 3.0/day, CK	CNW I 4.5/day, CK	11/03/14
Pellegrin, Michelle	IA-Special Ed 6.0/day, LC	IA-Special Ed 6.0/day, LHS	11/03/14
Petersen, Deborah	CNW I 4.5/day, CK Range 21-5	CNW II 6.5/day, LHS Range 24-5	11/04/14

Reyna, Rachel	CNW II 6.5/day, CK	Language Assessment Tech 8.0/day, Ed Services	11/03/14
Salas, Judith	Admin Assistant III 8.0/day, Ed Svcs.	Admin Assistant III 8.0/day, LHS	10/27/14
Zaragoza, Magdalena	CNW I 2.5 hrs/day	CNW I 4.0 hrs/day	11/04/14

RESIGNATIONS

In accordance with Policy 4121 the following resignations have been accepted:

<u>Name</u>	<u>Assignment</u>	<u>Type of Resignation</u>	<u>Date</u>
Campos, Dianne	Instructional Assistant	Resignation	10/27/14
Seipel, David	Warehouse Wrkr/Delivery Dr	Resignation	10/30/14
Rodriguez, Sandra	Custodian Sub.	Resignation	11/03/14

Status of Classified Vacancies
Prepared: November 13, 2014
For Personnel Commission Meeting November 20, 2014

Position	Hours	Reason	Work Year	Funding Source	Replacing	Site	PCA No. & Date App'd	Status
Account Clerk II	4.0	Vacant due to promotion	233	General	N. Leviner	VMS	15VMS9 09/16/14	TESTING
CNW I	3.0	Vacant due to transfer	196	Fd Svc	L. Meeker	CK	WAITING	TESTING
CNW I	2.0	Vacant due to transfer	196	Fd Svc	L. Meeker	CK	WAITING	HOLDING
CNW I	2.25	Vacant due to resignation	196	Fd Svc	S. Morton	VMS	14CK002 08/13/14	TESTING
CNW I	2.0	Vacant due to separation	196	Fd Svc	S. Hastings	LHS	No # 06/11/14	TESTING
Cook	8.0	NEW	200	Fd Svc		Central Kitchen	14CK015 09/22/14	TESTING
Custodian	8.0	Vacant due to resignation	260	General	V. Oliver	RUTH	WAITING	POSTING
Custodian	8.0	Vacant due to promotion	260	General	S. Razo	CV/ Martha Negus	15CV12	POSTING
Grounds Maintenance Worker II	8.0	Vacant due to promotion	260	General	R. Stearns	Grnds	15CS009	TESTING
Help Desk Technician	8.0	Vacant due to retirement (10/1/14)	260	General	A. Hernandez	Ed Center	15ITS01	TESTING
Home/Schl Liaison-Bil.	7.0	Vacant due to transfer	196	General	C. Cook	LHS	1515280	POSTING
Inst. Assistant	2.0	Vacant due to transfer	196	General	M. De Rutte	LC	WAITING	POSTING
IA-Computer Lab	6.0	Vacant due to transfer	196	General	G. Geer-Olsen	LB	151173 08/14/14	INTERVIEW
IT Engineer	8.0	Vacant due to separation	260	General	R. Bruins-Slot	ITS	WAITING	TESTING
Manager, M&O	8.0	Vacant due to resignation	260	General	T. Nguyen	M&O	15BS21	INTERVIEW

Staff Secretary	8.0	Vacant due to promotion	233	General	R. Giambianco	CHS	15CHS14	POSTING
Warehouse Delivery Driver	8.0	Vacant	260	General	D. Seipel	Ed Center	15WHSE01	POSTING
Account Clerk I	8.0	Vacant due to resignation & restructure	233	General	M. Rubin	LVMS		HOLDING
Accounting Manager	8.0	NEW	260	General		Ed Center	1400002 02/27/14	HOLDING
Admin. Assist. II	8.0	Vacant due to retirement 09/13/14	233	General	G. Smith	VMS	15VMS1 06/27/14	HOLDING FOR LAYOFFS
Bus Driver I	22/wk	Vacant	196	General	P. Blight	Trans	WAITING	HOLDING
CNW I	2.0	Vacant due to transfer	196	Fd Svc	A. Brown	CV	WAITING	HOLDING FOR KCHN REMODEL
Sr. Office Assistant	8.0	Vacant due to retirement (09/1/14)	260	General	D. Blanton	Ed Center	WAITING	HOLDING

Lompoc Unified School District
Classified Human Resources
Personnel Commission

EXAMINATION SCHEDULE

Prepared: November 13, 2014

For November 20, 2014 Personnel Commission Meeting

CLASSIFICATION	TOTAL NUMBER OF APPLICANTS	WRITTEN EXAM DATE	NUMBER OF APPLICANTS TAKING WRITTEN	ORAL & PERFORMANCE EXAM DATE	NUMBER OF APPLICANTS TAKING ORAL & PERFORMANCE
Account Clerk II	15	11/06/14	10	11/19/14	6
Child Nutrition Worker I	26	10/30/14	26	11/19/14	17
Grounds Maintenance Worker II	TBD	TBD	TBD	TBD	TBD
Help Desk Technician	9	11/20/14	TBD	TBD	TBD
IT Engineer (RE-OPENED)	TBD	NA	NA	12/16/14 (oral) 12/23/14 (performance)	TBD
Warehouse/Delivery Driver	TBD	TBD	TBD	TBD	TBD

Working Out of Class Report

Prepared: November 13, 2014

For Personnel Commission Meeting November 20, 2014

	Employee Name	Current Job Title/Location	WOC Assignment	Beginning Date of WOC	End Date of WOC	Comments
1	Campbell, Sean	Data/Telecom Specialist ITS	IT Engineer (LT)	04/10/14	Until filled	Due to absence
2	Stoddard, Ronald	Computer Net. Tech ITS	IT Engineer (LT) ITS	04/28/14	TBD	Due to dept. need
3	Sorum, Doug	Supervisor, Energy, Safety, Operations	Manager, Maintenance & Ops.	10/01/14	Until Filled	Due to vacancy
4	Blanton, Samuel	Lead Custodian I CV	Supervisor, Energy, Safety &Ops.	10/02/14	TBD	Due to WOC
5	Razo, Samuel	Custodian CV & Martha Negus	Lead Custodian I CV	10/02/14	TBD	Due to WOC
6	Kramer, Nancy	IA-Computer Lab Crestview	Help Desk Technician	10/07/14	Until filled	Due to vacancy
7	Cass, Michelle	Sr. Office Assistant CHS (Counseling)	Staff Secretary CHS (Counseling/Athletics)	11/10/14	Until filled	Due to vacancy
8	Funk, David	IA-Computer Lab LHS	Computer Net. Tech ITS	09/16/14	6 mos MAX	Due to WOC
9	Smith, Lisa	HR Assistant Classified HR	Admin. Asst. III Classified HR	11/01/14	TBD	Due to dept. need

Prov – Provisional Assignment**LT** – Limited Term Assignment

LOMPOC UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

Prepared: November 13, 2014

November 20, 2014

RATIFICATION OF ELIGIBILITY LISTS

The following are the eligibility lists that have been established since the last Personnel Commission Meeting.

Recruitment Type/Position	Established	DUAL CERTIFICATION
<i>Manager, M&O</i>	11/10/14	4

Recruitment Type/Position	Established	Number on Promotional	Number on Open
<i>Language Census Technician</i>	10/14/14		5
<i>Grounds Maintenance Worker I</i>	10/22/14	3	12

It is recommended that the Personnel Commission ratify the eligibility lists.

Respectfully Submitted,

Cynthia Carrillo
Director, Classified Human Resources
Personnel Commission