

PERSONNEL COMMISSION

**Special Meeting Minutes
Wednesday, November 1, 2017, 5:30 p.m.
HUSD District Office
Board Room – Level B
Hayward, California 94544**

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Commission meeting room, to access written documents being discussed at the Commission meeting, or to otherwise participate at Commission meetings, please contact the Personnel Commission's Executive Assistant, Kristy Colyer, at **510-784-2697** for assistance. Notification of at least 48 hours before the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to the Commission meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Personnel Commission regarding an open session item on this agenda will be made available for public inspection in the Personnel Commission office located at **24411 Amador Street, Hayward, CA 94540-5000** during normal business hours. In addition, such writings and documents may be posted on the Personnel Commission's website at www.husd.us.

A. OPEN SESSION

1. Chair Laine called the Regular Meeting of the Personnel Commission to order at 5:30 p.m.

2. Roll Call

- Ms. Diane Laine, *Chair*
- Ms. Pat Hodges, *Vice-Chair*
- Ms. Andrea Peixoto, *Commissioner*

3. Pledge of Allegiance

4. Approve the Agenda of November 1, 2017

**Moved by: P. Hodges Seconded by: A. Peixoto
For: 3 Opposed: 0 Abstained/Absent: 0**

5. Recognition of Guest(s)

B. ITEMS FROM THE PUBLIC

The "Public Comments" section of the agenda provides an opportunity for the public to address the Personnel Commission on any item of interest that is within the Personnel Commission's jurisdiction. Comments are welcome; however, please be advised that the Commission is prohibited by law from taking any action on an item brought by the speaker(s) that is not currently listed on this agenda. Please wait to be recognized, and then step up to the podium microphone to be heard.

C. ACTION

1. Approval (2nd reading) of proposed new job description for Field Coordinator, Integrated Support Services

**Moved by: P. Hodges Seconded by: A. Peixoto
For: 3 Opposed: 0 Abstained/Absent: 0**

2. Approval of proposed salary placement for Field Coordinator, Integrated Support Services on the ACSA Management salary schedule Range UU

Moved by: P. Hodges Seconded by: A. Peixoto
For: 3 Opposed: 0 Abstained/Absent: 0

D. ADJOURNMENT @ 5:38 p.m.

Next Regular Meeting of the Personnel Commission
Tuesday, November 14, 2017, 5:30 p.m.
HUSD District Office – Large Elmhurst Conference Room