

**MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, March 25, 2024**

The regular meeting of the Marin County Office of Education Personnel Commission was held in person and accessible via video conference on Monday, March 25th, 2024.

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| 1. Ms. McKown convened the meeting at 3:30 p.m. | <u>Call to Order</u> |
| 2. Present for the meeting were Commissioners Paulette Foster, Catherine McKown, and Dr. Arline Zerkel.
The staff was represented by Jason Richardson, Mirna Errou, and Alicia Green.
Guests: Christine Franceschi – Executive Secretary, Nancy Malcolm – CSEA Area B Representative, Randy Jones – Assistant Superintendent II, and Sarah Rincon – Senior Administrative Secretary. | <u>Roll Call/Guests</u> |
| 3. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to approve and adopt the agenda as recommended.
Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None. | <u>Agenda Approved</u> |
| 4. Ms. McKown invited the public to comment on items not on the agenda. | <u>Public Comment</u> |
| 5. Motion, seconded, and carried, Foster/Zerkel; the matter passed 3-0 to approve the minutes. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None. | <u>Minutes Approved</u> |
| 6. Assistant Superintendent Randy Jones provided an update on the California state budget and how it affects the Marin County Office of Education. | <u>Governor's Budget Update</u> |
| 7. Mr. Richardson discussed the legislation (Brown Act and Assembly Bill 2449) that apply to the Personnel Commission regarding Commissioners participating remotely in meetings. | <u>Commissioner Participation via Videoconference</u> |
| 8. Mr. Richardson updated the Commission on the status and progress of the Classification Study being conducted by Educational Management Systems (EMS). <ul style="list-style-type: none">• Supervisor Validations occurring April 16-17.• 2nd Stakeholder committee to meet on April 17. | <u>Classification Study Update</u> |
| 9. Mr. Richardson presented a draft 2024 Personnel Commission Meeting Calendar. | <u>24-25 Personnel Commission Meeting Calendar Discussion</u> |
| 10. Draft 2024 Personnel Commission Meeting Calendar was approved with proposed amendments. | <u>Approval of 24-25 Personnel Commission Meeting Calendar</u> |
| 11. <u>Mr. Richardson reported on the following:</u> <ul style="list-style-type: none">• Review of 2024 CSPCA annual conference - March 3-5 in Monterey - Cultivating Talent, Building Leaders, and Elevating the Future through Synergy.• Classified and Certificated Job Fair was held on March 9th.• Review of status report for the period of February 22, 2024 - March 19, 2024. Current leaves, separations, and vacancies were reviewed. | <u>Personnel Director's Report</u> |
| 12. Ms. McKown invited Commissioners to report on items not on the agenda. | <u>Reports/Items</u> |
| 13. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to adjourn the meeting. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None. Ms. McKown adjourned the meeting at 4:38 p.m. | <u>Adjournment</u> |


Jason Richardson
Secretary