

**MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, January 22, 2024**

The regular meeting of the Marin County Office of Education Personnel Commission was held in person and accessible via video conference on Monday, January 22nd, 2024.

1. Ms. McKown convened the meeting at 3:30p.m.
2. Present for the meeting were Commissioners Paulette Foster, Catherine McKown, and Dr. Arline Zerkel.
The staff was represented by Jason Richardson and Mirna Errou.
Guests: Nancy Dunns – CSEA Treasurer.
3. Motion, seconded, and carried, Foster/Zerkel; the matter passed 3-0 to approve and adopt the agenda as recommended.
Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None.
4. Ms. McKown invited the public to comment on items not on the agenda.
5. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to approve the minutes. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None.
6. Motion, seconded, and carried, Foster/Zerkel; the matter passed 3-0 to approve the Amended minutes. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None.
7. Mr. Richardson updated the Commission on the status and progress of the Classification Study being conducted by Educational Management Systems (EMS).
8. Commissioner McKown was appointed to the Classification Study Stakeholder Committee, Commissioner Foster will serve as an alternate.
9. Mr. Richardson reported on the following:
 - 2024 CSPCA annual conference- March 3-5 in Monterey- Cultivating Talent, Building Leaders, and Elevating the Future through Synergy.
 - Personnel Department Update
 - Review of status report for the period of December 13, 2023 – January 18, 2023. Current leaves, separations, and vacancies were reviewed.
10. Ms. McKown invited Commissioners to report on items not on the agenda.
11. Motion, seconded, and carried, Foster/Zerkel; the matter passed 3-0 to adjourn the meeting. Ayes: Foster, McKown, Zerkel; Noes: None; Absent: None. Ms. McKown adjourned the meeting at 4:02pm.

Call to Order

Roll Call/Guests

Agenda Approved

Public Comment

Minutes Approved

**Amended Sept, Oct,
& Nov. Minutes Approved**

Classification Study Update

**Appointment of Personnel
Commissioner to the
Stakeholder Committee**

**Personnel Director's
Report**

Reports/Items

Adjournment


Jason Richardson
Secretary

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