

255 Stanley Avenue, Suite 100
Ventura, California 93001
T 805.641.5000
www.venturausd.org



For the future of every student

SPECIAL PERSONNEL COMMISSION MEETING
August 18, 2021

The Personnel Commission holds their meetings on the third Wednesday of each month at 4:30 p.m. unless otherwise noticed.

The Personnel Commission may consider and act on an agenda item in a different order or an item may be considered earlier or later than the estimated time. Additionally, discussion of the agenda items may be postponed to a future meeting.

PUBLIC ACCESS/COMMENTS

In accordance with Governor Newsom's Executive Order N-29-20 regarding COVID-19, members of the public will continue to have the right to observe the public meeting via <https://us02web.zoom.us/j/89060059284?pwd=c1dRb3QwNDIldzE1cTILV3BDcjNNUT09> and submit public comment in writing at Classifiedhr@venturausd.org or live public comment via the Zoom Platform. Both written and live public comment requests are available for the Public Comment agenda item as well as the Public Comment on Closed Session agenda item. Public comment and live Public Comment requests will be accepted for a 24-hour period ending one hour prior to the start of the Opening Procedure of the meeting. (no later than 3:30pm on Wednesday, August 18, 2021). All written public comment received via the designated email address, referenced above, will be provided to the Personnel Commission prior to the start of the meeting for review. The written public comment will not be read or summarized, but will be made part of the minutes of the Personnel Commission meeting. ANY REQUESTS RECEIVED FOR LIVE OR WRITTEN PUBLIC COMMENT BEFORE OR AFTER THE 24 HOUR PERIOD WILL NOT BE PROCESSED. A member of the public may submit a request to provide live public comment also using the above-referenced email address. The request must be received during the 24-hour period referenced above. Once received, an email with a Zoom link will be provided with directions and the procedure to provide live public comment. Public comments are limited to three minutes.

POSTING INFORMATION

The agenda for the special Personnel Commission meetings will be posted 24 hours in advance. The Personnel Commission Agenda is posted at the following location:

- Ventura Unified School District, Education Service Center (Always)
255 W. Stanley Avenue, Suite 100, Ventura, CA (Guard shack)
This serves as the main posting location pursuant to the Brown Act, Government Code §54954.2(a)

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission Office, 255 West Stanley Avenue, Suite 100, Ventura, CA 93001.

Any individual with a disability, who requires reasonable accommodation to participate in a Personnel Commission meeting may request assistance by contacting the Personnel Commission Office/Classified Human Resources, 255 W. Stanley Avenue, Suite 100, Ventura, CA 93001 or 805.641.5000, ext. 1170 or FAX 805.653.7852.

PERSONNEL COMMISSION SPECIAL MEETING AGENDA – AUGUST 18, 2021

Public Access

Public Streaming of the Personnel Commission Meeting at

<https://us02web.zoom.us/j/89060059284?pwd=c1dRb3QwNDIldzE1cTILV3BDcjNNUT09>

- A. CALL TO ORDER - 4:30 P.M.
- B. ADOPTION OF AGENDA
- C. APPROVAL OF MINUTES
 - June 16, 2021
- D. RETIREES
- E. PUBLIC COMMENTS
- F. INFORMATION ITEMS
 - 1. VESPA Report
 - 2. Director's Report
 - 3. Recruitment & Selection: Hiring Update
 - 4. Appointment of Joint Appointee to the Personnel Commission – Anticipated Timeline for Appointment for term beginning December 1, 2021 through December 1, 2024
- G. ACTION AGENDA ITEMS
 - 1. Ratification of Excess Vacation Carryover Approvals
 - 2. Approval of New Classification Specification and Salary Allocation: Health Services Prevention Program Specialist
 - 3. Approval of New Classification Specification and Salary Allocation: Social Worker
 - 4. Approval of New Classification Specification and Salary Allocation: Purchasing Specialist
 - 5. Approval of Revised Classification Specification: Accounting Assistant
 - 6. Reclassification of Position: Senior Office Assistant to Administrative Specialist
 - 7. Reclassification of Noon Duty/Playground Supervisor to Campus Support Assistant
- H. CONSENT AGENDA ITEMS
 - 1. Personnel Transactions Report
- I. COMMISSION COMMENTS — No official action will be taken.
- J. PUBLIC COMMENT ON CLOSED SESSION ITEMS
- K. CLOSED SESSION
 - 1. Public Employee Discipline/Dismissal/Release - Government Code §54957(b)
- L. REPORT OF ACTION TAKEN IN CLOSED SESSION
- M. ADJOURNMENT

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