

**Thursday, November 19, 2020, 2:00 p.m.**

Pursuant to Governor Newsom's Executive Order N-29-20, the Personnel Commission's regular meeting will be held via teleconference. You may listen to the public sessions of the meeting by Zoom Meeting:

Zoom Link: <https://smcoe.zoom.us/j/97030742940?pwd=di9LUVZGTE55TzdLOVJzM0ZuaEx5QT09>

Meeting ID: 970 3074 2940

Password: 274169

Dial-in: 16699009128,,97030742940#,,,,,0#,,274169#

Employees or members of the public who wish to make a public comment regarding items on this agenda must submit comments to [hayesm@cajonvalley.net](mailto:hayesm@cajonvalley.net), no later than **12:00 p.m. on November 19, 2020**. Please label all comments submitted for public comment as "FOR PUBLIC COMMENT." Comments will be read aloud to the Personnel Commission during the Public Comment section of the agenda or before action on the item if the public comment submission indicates preference for the comment to be read before the specific item.

The Personnel Commission will accommodate individuals with disabilities who desire to submit public comments. If you require accommodation, please email Maritza Diaz at [diazm@cajonvalley.net](mailto:diazm@cajonvalley.net).

## **SPECIAL MEETING AGENDA**

### **1. SPECIAL MEETING OPEN SESSION**

a. Call to Order

b. Roll Call/Establishment of Quorum

Victor Garcia, Co-Chairperson      ☐ present      ☐ absent

Timothy McKay, Member      ☐ present      ☐ absent

**2. PUBLIC COMMENT** – Members of the public shall have the opportunity to address the Personnel Commission regarding items on the agenda or matters directly related to the Commission's business. In accordance with the Brown Act, the Commissioners may not act upon, or engage in a discussion of, non-agenda items or issues raised during public comment except to: 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

### **3. APPROVAL OF PROPOSED AGENDA**

a. Approve the agenda of the Special Meeting on November 19, 2020

**Motion by:** \_\_\_\_\_, **Second by:** \_\_\_\_\_, **Vote:** \_\_\_\_\_

### **4. ADJOURN TO EXECUTIVE SESSION**

#### **PERSONNEL:**

a. Public Employment, Title: Director, Classified Personnel [Government Code §54957(b)]

**5. RECONVENE TO OPEN SESSION**

- a. Call to Order

**6. REPORT OUT EXECUTIVE SESSION**

**7. NEXT PERSONNEL MEETING**

- a. 4:00 p.m., November 19, 2020

**8. ADJOURNMENT**

## **PUBLIC COMMENTS**

### **Information to Attendees:**

To run our meetings as efficiently as possible, the Personnel Commission requests that public comments be submitted in advance of the meeting. An opportunity was provided to submit comments via email to the Personnel Director.

As a reminder, Personnel Commission meetings are not interactive meetings; it is a meeting of the Personnel Commission held in the public's view. The public may participate during the "Public Comment" portion of the meeting.

When individuals address the Personnel Commission under Public Comments, due to legal constraints, the Commission cannot and will not take action. The Commission is required to take action only on items that have been publicized on the agenda in advance of the meeting.

The public may speak to any item on the agenda at the time the item is considered by the Commission. Topics not on the agenda, which are brought to the Commission's attention, may be investigated by Administration and a report made to the Commissioners, either publicly or privately.

If you have questions about the Personnel Commission meeting process, please contact Michelle Hayes by email at [hayesm@cajonvalley.net](mailto:hayesm@cajonvalley.net)