

## **RULES AND REGULATIONS UPDATE/REVISION**

### **Chapters 20 and 30**

In accordance with Commission Rule 20.200.5, the following changes to Chapter 20 – The Personnel Commission and Chapter 30 – Position Classification Plan of the Personnel Commission Rules and Regulations (PCRR's) for the Classified Service were submitted for a Second Reading on September 24, 2020.

On October 5, 2020, the Personnel Commission provided the proposed rule changes to CSEA, CVAA/CVSA and the District for comment. Comments from CVAA/CVSA are enclosed.

Additional recommended revisions were added to Chapter 20 of the Rules and Regulations after the second reading. See Rule 20.100.5 and 20.200.4(d).

### **DIRECTOR'S RECOMMENDATION**

It is recommended that the proposed changes to the Commission Rules and Regulations listed for Chapter 20 – The Personnel Commission and Chapter 30 – Position Classification Plan, as detailed on the attached document, be approved as presented.

## **RULES AND REGULATIONS UPDATE/REVISION**

### **Rule 20.100.5**

In accordance with Commission Rule 20.200.5, the changes to Chapter 20 – The Personnel Commission and Chapter 30 – Position Classification Plan of the Personnel Commission Rules and Regulations (PCRR's) for the Classified Service was presented for a first reading on September 24, 2020.

On August 27, 2020, CSEA submitted a letter requesting the Personnel Commission adopt a rule that addresses Commissioner's meeting attendance, as follows:

#### *20.100.4 Meeting Attendance*

*Commissioners who fail to attend three (3) meetings or more in a year may be removed by their appointing body in each case, upon receipt of a letter by the commission and after written notification to the commissioner in question.*

During the first reading, the rule was discussed. The Personnel Commission recognized the need to accommodate absences due to illness, and CSEA asserted their agreement. Based on the discussion, the proposed rule was revised, as follows:

#### *20.100.5 Meeting Attendance*

*Commissioners who fail to attend three (3) meetings or more in a year, except when due to illness, may be removed by their appointing body in each case, upon receipt of a letter by the commission and after written notification to the commissioner in question.*

### **DIRECTOR'S RECOMMENDATION**

It is recommended that the alternative rule 20.100.5, recommended in the prior item, be approved as presented.