City of Gilroy
PERSONNEL COMMISSION
MINUTES

Mary 13, 2019 Regular Meeting – DRAFT MINUTES

Members Present
Nita Edde-Mitchell
Catherine Cummins
Sholly Nicholson

Members Absent
Annie Tomasello

I. REPORT ON POSTING THE AGENDA AND ROLL CALL
Vice Chairperson Edde-Mitchell called the regular meeting of May 13, 2019 to order at 5:40 p.m. Human Resources Director McPhillips reported that the agenda was posted on Friday, May 10, 2019 at 5:25 p.m. Roll call was taken noting that Commissioners Edde-Mitchell, Cummins, and Nicholson were present. Commissioner Tomasello’s absence was excused.

II. COMMUNICATIONS BY MEMBERS OF THE PUBLIC FOR ITEMS NOT ON THE AGENDA- None.

III. APPROVAL OF MINUTES FOR THE MEETING- dated April 8, 2019 – On a motion from Commissioner Nicholson, seconded by Commissioner Cummins, the April 8, 2019 minutes were approved on a 3-0 vote.

IV. HUMAN RESOURCES DIRECTOR’S REPORT- No report.

V. INFORMATIONAL ITEMS
   B. Resignation of Commissioner Linda Wieck

VI. NEW BUSINESS
   A. Selection of Chair and Vice Chair for Remainder of 2019- staff report provided by Human Resources Director; Commission discussed the report; there was no public comment; Commissioner Cummins made a motion to appoint Commissioner Edde-Mitchell to the position of Chair to serve the remainder of 2019; Commissioner Nicholson seconded the motion; motion passed 3-0. Commissioner Edde-Mitchell made a motion to appoint Commissioner Cummins to the position of Vice Chair to serve the remainder of 2019; Commissioner Nicholson seconded the motion; motion passed 3-0.
   
   B. Extend Eligibility List for the Classification of Management Analyst/Management Analyst Trainee- staff report provided by Human Resources Director; Commission discussed the report; there was no public comment; Commissioner Nicholson made a motion to approve the extension of the eligibility list for the classification of Management Analyst/Management Analyst Trainee; Commissioner Cummins seconded the motion; motion passed 3-0.
VII. FUTURE PERSONNEL COMMISSION BUSINESS

A. Personnel Commission Training- June 24, 2019- Gage Dungy, Liebert Cassidy Whitmore, Public Sector Employment Law Firm
   a. Classification & Compensation Best Practices
   b. Best Practices for Updating Human Resources Rules & Regulations

VIII. ADJOURNMENT - the meeting adjourned at 5:50 p.m. on motion from Commissioner Nicholson, seconded by Commissioner Cummins; motion passed 3-0.

Respectfully Submitted,

LeeAnn McPhillips

LeeAnn McPhillips
Human Resources Director/
Staff to the Personnel Commission