

Upcoming Personnel Board Meetings: December 3, 2015 - December 8, 2015 - January 7, 2016 – February 4, 2016.

Personnel Board Meeting – Thursday, December 3, 2015, Start time of 6:30 p.m.

- The grievance appeal scheduled to be heard at this meeting has been rescheduled to the regularly scheduled Personnel Board Meeting on February 4, 2016.
- The start time for the meeting on December 3rd has been returned to the regular start time of 6:30 p.m.
- The agenda for this meeting will include:
 - Approval of the Personnel Rules and Unified Personnel Board Policies. A Board action memo will be prepared and presented to you to repeal the current rules and approve: the proposed rules and policies, the amended and updated appeal procedures, the updated delegation of authority resolution, and the procedures to be followed for actions that occur during the transition period of old to new.
 - Appointment/reappointment of the seventh member of the Unified Personnel Board.

Personnel Board Meeting - Tuesday, December 8, 2015, Start time of 4:00 p.m.

- This was a Special Personnel Board meeting called to hear an appeal of termination.
- **This meeting is cancelled.**
 - This appeal of termination was originally scheduled for the January 7, 2016, Unified Personnel Board Meeting. The Personnel Board requested that it be reschedule to an earlier date in order to hear the appeal of termination sooner.
 - The former employee made arrangements based on the originally scheduled date and in unable to adjust his schedule to meet the revised date of December 8th therefore the appeal of termination hearing is being returned to the originally scheduled date of January 7, 2016.

Personnel Board Meeting – Thursday, January 7, 2016. Start time of 6:30 p.m.

- The original start time of the meeting is 6:30 p.m.
- **Do you wish to change the start time to 4:00 p.m.?**

Personnel Board Meeting – Thursday, February 4, 2016. Start time of 6:30 p.m.

- The original start time of the meeting is 6:30 p.m.
- **Do you wish to change the start time to 4:00 p.m.?**

Future Personnel Board Meetings for 2016

The Human Resources needs guidance as to the start time for future Unified Personnel Board Meetings. Based on discussions at recent meetings we have heard the following options:

1. All Unified Personnel Board Meetings will begin at 6:30 p.m.

2. All Unified Personnel Board Meetings will begin at 6:30 p.m. except for those that involve an appeal to the Unified Personnel Board Meeting. Those involving an appeal will begin at 4:00 p.m.
3. All Unified Personnel Board Meetings will begin at 4:00 p.m. (or other designated start time).
4. Decisions on start time will begin as determined by the Unified Personnel Board on a meeting by meeting basis. (*Note: this option is problematic due to scheduling of the Assembly Room, scheduling of Board Reporters, etc.*)

Direction/guidance is requested.