



**DATE:** March 12, 2020

**TO:** Personnel Commission

**FROM:** Assistant City Manager/Interim Director of Human Resources

**SUBJECT:** Approve the Proposed Fiscal Year 2020 Agenda Planning Calendar

### **RECOMMENDATION**

That the Personnel Commission reviews, comments on, and approves the proposed Fiscal Year 2020 agenda planning calendar.

### **DISCUSSION**

For the Commission's consideration, staff recommends the following tentative agenda for fiscal year 2020<sup>1</sup>.

Thursday, March 12, 2020	
<u>Groundskeeper II</u>	
<u>Groundskeeper III</u>	
<del>Lead Sweeper Equipment Operator</del>	
<u>WPSC Inspector</u>	
Salary Plan and Classification Plan	
Recruitment Diversity Report (oral report)	
Thursday, June 11, 2020	
<u>Administrative Secretary - Confidential</u>	
<u>Crime Scene Technician</u>	
<u>Customer Fields Technician</u>	
<u>Graphics and Media Relations Technician</u>	
<u>Information Technology Technician I/II</u>	
Secretary series	
<u>Laborer</u>	

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<sup>1</sup> Please Note:

- ❖ Striked-Out items are proposed to be removed and/or rescheduled from previously approved planning calendar;
- ❖ Underlined items are proposed to be added (new) and/or scheduled from previously scheduled items.

Thursday, June 11, 2020 (continued)
<u>Lead Sweeper Equipment Operator</u>
<u>Water Meter Mechanic</u>
Salary Plan and Classification Plan
Recruitment Diversity Report

## NEXT STEPS

If approved, staff will revise the proposed Fiscal Year 2020 agenda planning calendar list and schedule items accordingly.

*Prepared by:* Candi Jackson, Human Resources Administrative Assistant

*Recommended by:* Robin Young, Human Resources Deputy Director  
 Maria A. Hurtado, Assistant City Manager/Interim Director of Human Resources

Approved by:



Kelly McAdoo, City Manager