



DATE: May 21, 2020

TO: Personnel Commission

FROM: Assistant City Manager/Interim Director of Human Resources

SUBJECT: Review the Proposed 2020 Calendar Year Agenda Planning Calendar

RECOMMENDATION

That the Personnel Commission reviews the proposed 2020 calendar year agenda planning calendar.

SUMMARY

The proposed 2020 calendar year agenda planning calendar outlines the proposed agenda items and meeting dates for the Personnel Commission’s information.

DISCUSSION

For the Commission’s information, below is the tentative agenda for the 2020 calendar year¹.

Thursday, May 21, 2020 (Special Meeting)
Lead Sweeper Equipment Operator
<u>Police Captain</u>
<u>FY2020 Salary Plan</u>
Thursday, June 11, 2020
<u>FY 2021 Salary and Classification Plan</u>
Administrative Secretary – Confidential
Crime Scene Technician
Customer Fields Technician
Graphics and Media Relations Technician

¹ 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>Information Technology Technician I/II</u>
<u>Secretary series</u>
<u>Laborer</u>
<u>Utility Leader</u>
<u>Utility Service Worker</u>
<u>Water Meter Mechanic</u>
<u>Salary Plan and Classification Plan</u>
<u>Recruitment Diversity Report</u>
Thursday, September 10, 2020
<u>Secretary Series</u>
<u>Crime Scene Technicians</u>
<u>IT Technician I/II</u>
<u>Lead Sweeper Equipment Operator</u>
<u>Customer Field Technician</u>
<u>Water Meter Mechanic</u>
<u>Utility Service Worker</u>
<u>Utility Leader – Sewer</u>
<u>FY 2021 Salary and Classification Plan</u>
<u>Diversity Report</u>
Thursday, December 10, 2020
<u>FY 2021 Salary Plan</u>

NEXT STEPS

Staff will schedule items accordingly for the remainder of the 2020 calendar year.

Prepared by: Candi Jackson, Human Resources Administrative Assistant

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

Approved by:



 Kelly McAdoo, City Manager