

## MARIN COUNTY PERSONNEL COMMISSION

Quarterly Meeting Minutes

April 12, 2023

Marin County Civic Center, Room 143D

**PRESENT:** Patrice Goldman, Chair  
Jennifer Gotti, Commissioner  
Carla Halyard, Commissioner  
Leonor Noguez, Commissioner  
Azalea Renfield, Commissioner

**STAFF:** Christina Cramer, Human Resources Director  
Christina Laird, Office Assistant III Confidential– Human Resources  
Kerry Gerchow, Deputy County  
Kate Stanford, County Counsel  
Rollie Katz, MAPE

**The Meeting was called to order at 9:30 AM by Chair Goldman**

**1. Roll Call**

**2. Approve Agenda of April 12, 2023**

**Motion** (Noguez/ Renfield) to approve the Agenda of April 12, 2023

**Ayes** Unanimous

**3. Approve Minutes from Quarterly Meeting on January 11, 2023**

**Motion** (Halyard/Noguez) to approve the minutes from Quarterly Meeting on January 11, 2023

**Ayes** Unanimous

**4. Approve Minutes from Special Meeting on February 6, 2023**

**Motion** (Noguez/Renfield) to approve the minutes from Special Meeting on February 6, 2023

**Ayes** Unanimous

**5. Open time for items not on the agenda and for public expression**

*(Up to three (3) minutes per speaker)*

*While members of the public are welcome to address the Commission, under the Brown Act, Commissioners may not deliberate or act on items not on the agenda, and generally may only listen.*

None.



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Copies of documents are available in alternative formats, upon request.

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**6. Director's Report**

New HR Director, Christina Cramer introduces herself in first Directors Report  
Discusses processes and plans within new role.

Wants to know what Commissioners would like to see for future reports/meetings.

Hired new staff to fill vacant positions within HR.  
Commissioner Renfield asked about how internal candidates are scored for promotions against external applicants.  
Christina Cramer noted there is a promotion processes.

Christina has experience with the Civil Service Commission in Sonoma County.  
Has lots of experience with a commission like this.  
Commissioner Halyard: asked if we as a commission are available to do more than what we do here.

Rollie Katz arrived 9:47

Commissioner Noguez asked about working with other counties to share information.  
Christina Cramer noted that she is part of CPAAC, an organization for HR Directors for California Counties. They have two annual conferences, network and share information. She is serving on the Board and uses this organization as resource.

**7. Discussion of availability of Commissioners for upcoming hearings.**

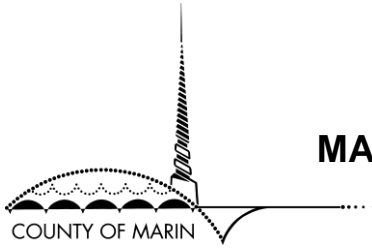
Christina Cramer introduced this topic.  
Kerry Gerchow responded that this doesn't follow past practices regarding scheduling.  
Past practice is to go into closed session to discuss hearing schedules.  
Administrative Assistant will coordinate with counsel then send out possible hearing dates.

**8. Adjournment**

**Motion** (Noguez/Halyard) to adjourn the meeting.  
**Ayes** Unanimous

Upcoming Meetings:

Date	Time	Location	Topic
May 1, 2023	9:30am	410B	Special Meeting Grievance Appeal No. G22-02
July 12, 2023	9:30AM	TBD	QUARTERLY MEETING
October 11, 2023	9:30AM	TBD	QUARTERLY MEETING



# MARIN COUNTY PERSONNEL COMMISSION

## Special Meeting

Special Meeting  
May 1, 2023  
Marin County Civic Center  
3501 Civic Center Drive, Room 410B

### MINUTES

**PRESENT:** Patrice Goldman, Chair  
Jennifer Gotti, Commissioner  
Carla Halyard, Commissioner  
Leonor Noguez, Commissioner  
Azalea Renfield, Commissioner

**STAFF:** Christina Cramer, Human Resources Director  
Caitrin Devine, Executive Assistant– Human Resources  
Kerry Gerchow, Deputy County Counsel

#### **Monday, May 1, 2023**

The meeting was called to order at 9:33AM by Chair Goldman

#### **1. Roll Call**

#### **2. Approve Agenda of May 1, 2023**

**MOTION** (Noguez/Renfield) to approve the Agenda of May 1, 2023

**AYES** Goldman, Gotti, Halyard, Noguez, Renfield

#### **3. Open time for items not on the agenda and for public expression**

*(Up to three (3) minutes per speaker)*

*While members of the public are welcome to address the Commission, under the Brown Act, Commissioners may not deliberate or act on items not on the agenda, and generally may only listen.*

*None present*

#### **Convened in closed Session at 9:40am**

#### **4. Closed Session**



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- a. Personnel Commission convened in closed session to deliberate on Grievance Appeal G22-02 (*Cal. Gov. Code sec. 54956.9*)

**Reconvened in open session at 10:55am**

**5. Report Out of Closed Session**

- a. Decision will be written up by Personnel Commission and delivered to Human Resources for Distribution.

**6. Adjournment at 10:55am**

**MOTION** (Noguez/Halyard) to adjourn the meeting.

**AYES** Goldman, Gotti, Halyard, Noguez, Renfield

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