

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
10293 Bloomfield St.
Los Alamitos, California 90720

PERSONNEL COMMISSION
MINUTES OF THE REGULAR MEETING

ADOPTED
September 9, 2020

1. The meeting was called to order by Commissioner Wilson at 4:00 p.m.
2. Zachary Baldwin led the Pledge of Allegiance.
3. Commissioners Present
Kimberly Baldwin
Milton Houghton
Virginia Wilson
Staff Present
Joe Fraser
Celeste Arellano
4. Community/Staff Participation in Open Session and Non-Agenda Items: None.
5. Commissioner Comments: Commissioner Houghton discussed the completed 30-year bond at Rush Park in Rossmoor. Commissioner Baldwin has been attending the Board Meetings virtually. Commissioner Wilson welcomed Celeste Arellano to her second Personnel Commission Meeting. Commissioner Wilson e-mailed Dr. Fraser to get clarification on the duties and responsibilities of the Personnel Commission.
6. Approval of the Minutes of the August 5, 2020, Regular Meeting:
MSC Houghton – Yes / Baldwin – Yes – Wilson - Yes. Vote 3-0.
7. Personnel Director's Report and Review of Open Job Postings: Kaylie Grebeck was hired as Accounting Assistant II in the Fiscal Services Department. There is an active recruitment for the Head Custodian position at Rossmoor Elementary School. The Oral Panel Interviews were held on September 8, 2020. Daniel Salas, Head Custodian at Oak Middle School served as a rater along with Quinton Riles, Operations Supervisor of Downey Unified School District. The job posting for Speech / Language Pathology Assistant closed on September 4, 2020 and the recruitment is underway. There are still several recruitments that are on hold due to the pandemic. The Board of Education voted to rescind the layoff notices for 151 positions on the September 8, 2020 Board Meeting. There is hope to rescind more layoff notices at the September 22, 2020 Board Meeting.

Commissioner Baldwin's appointment ends on December 1, 2020. The announcement of Intention to Reappoint will be made on today's meeting. The public hearing to reappoint will be on the October 14th PC Meeting. The oath of office and election will be on the December 2nd PC Meeting.

Elementary schools opened to a hybrid model of learning on September 8, 2020.

8. Announcement of Intention to Reappoint Kimberly Baldwin as Commissioner to the Personnel Commission.


CONSENT

9. Ratification of the Accounting Assistant II Eligibility List.
MSC Baldwin – Yes / Houghton – Yes – Wilson – Yes. Vote 3-0.

ACTION

10. Approval of the revised Job title for Facilities and Construction Manager to Bond Program Manager.
MSC Houghton – Yes / Baldwin – Yes – Wilson – Yes. Vote 3-0.
11. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957). None.
12. Open Session: Report of Closed Session Action, if any: No Action Taken.
13. Adjournment: Commissioner Wilson adjourned the meeting at 4:42 p.m.

Respectfully submitted,



Celeste Arellano

9/9/2020