

Temple City Unified School District
PERSONNEL COMMISSION

DISTRICT OFFICE
Board Room
9700 E. Las Tunas Drive
Temple City, California

Unapproved Minutes – Regular Meeting of November 17, 2020

The regular meeting was called to order at 4:10 p.m. by Gina Aparicio **Call to Order**

Personnel Commission Members present:

Gina Aparicio
Ann Seitz
Maria Garner

Administrative Officers Present:

Marianne Sarrail, CBO

Staff Members Present:

Juris Burgos, Coordinator of Personnel Services
Lucy Lin, Personnel Technician II
Lily Marquez, Personnel Technician I

The pledge of allegiance was led by Gina Aparicio

Pledge of Allegiance

None

**Individuals Wishing to
Address the
Commission**

On a motion of Member Seitz, seconded by Member Garner on a 3-0 vote, the Personnel Commission approved the minutes of the Regular Meeting of October 20, 2020

**Approval of Minutes of
Regular Meeting of
October 20, 2020**

On a motion of Member Garner, seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission ratified the eligibility list for Utility III – October 27, 2020.

Eligibility List

On a motion of Member Seitz seconded by Member Garner, and on a 3-0 vote, the Personnel Commission received Personnel Order No. 2021-07 – October 28, 2020.

Personnel Order

Member Seitz – The commission's appointee and Classified Employee's appointee is Gina Aparicio for a 3-year term effective December 1, 2020.

Business Matters

CBO – Mrs. Makiewicz has resigned from Temple City Unified and it will be effective November 29, 2020.

Director's Report

Coordinator of Personnel – The Personnel Department is very busy. We are working on benefits. Our open enrollment window has ended but we are processing paperwork. We are also in the middle of two audits, which are the Affordable Care Act (ACA) and CALSTRS Audit. We are testing and hiring for various positions including our Personnel Technician 1 position.

Reminders for our next meeting. The election of the Personnel Commission officers will be on the next agenda. It will also include our Annual Personnel Commission report.

The Personnel department would like to thank Dr. Makiewicz for her time with us and we wish her the best on her new position.

Member Garner – Where are we at with the Compensation Study?

CBO – We have proposals from two vendors we were trying to find a third vendor. I should have recommendations in December for the board.

Member Aparicio – Is the price the same? When will the study be completed?

CBO- One vendor is significantly lower.

Coordinator of Personnel – A comprehensive compensation study usually takes months to complete but they should be able to provide us with a timeframe for completion.

Member Seitz – Will you re-hire for the Director's position soon?

Matters from the Commission

CBO – We are still discussing the hiring. The normal hiring window for that position is early in the year.

No action was taken in Closed Session.

Unapproved Minutes for the Regular Meeting of November 17, 2020

On a motion of Member Garner, seconded by Member Seitz, and on a 3-0 vote, the Personnel Commission adjourned the meeting at 5:17 pm.

Adjournment

Ann Seitz

Gina Aparicio

Maria Garner