

**PERSONNEL COMMISSION MEETING**  
**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT**  
**BOARD OF EDUCATION, COMMUNITY ROOM**

**AGENDA**

**May 4, 2016**

**5:30 P.M.**

**I. Call to Order**

- A. The meeting was called to order at \_\_\_\_\_.
- B. Pledge of Allegiance
- C. Roll-Call
  - Commissioner Valerie Dixon, Chairperson Present \_\_\_\_\_
  - Commissioner Michael Salazar, Vice Chairperson Present \_\_\_\_\_
  - Commissioner George Bohn, Member Present \_\_\_\_\_

**II. Approval of Agenda**

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
Discussion: \_\_\_\_\_  
Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**III. Public Comments**

- Note*
- 1. The public may address the Commission on any matter pertaining to the Personnel Commission that is not on the agenda. The Commission may not discuss or take action on an issue not on the agenda, except to ask questions or refer matters to staff. The public may address items on the agenda when such items are being considered. (Government Code 45954.3)
  - 2. Each speaker may speak only once.
  - 3. A five (5) minute time limit will be allotted to each speaker, unless extended by the Chairperson.
  - 4. A **Request to Speak** form must be completed before the meeting is called to order and submitted to the Chair in order to speak.

**IV. Action Items**

- A. The commission will discuss and conduct a public hearing on the proposed budget for fiscal year 2016-2017. Members of the public, representatives from collective bargaining units, employees of the district, executives and managers of the district, and members of the Governing Board may comment on the proposed budget at this time.

It is moved that the commission approve the proposed budget for fiscal year 2016-2017 as Submitted.

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
Discussion: \_\_\_\_\_  
Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**B.** The commission will consider approving the eligibility List(s). It is moved that the commission ratify Eligibility List(s) for:

- |                 |               |
|-----------------|---------------|
| 1. Buyer        | Exam # 16-020 |
| 2. Painter      | Exam # 16-014 |
| 3. Secretary IV | Exam # 16-021 |

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
 Discussion: \_\_\_\_\_  
 Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**C.** The commission will consider approving the following recruitments:

- |   |                  |                       |
|---|------------------|-----------------------|
| 1. Appliance Repair Technician            | Open/Promotional | 04/27/2016-05/24/2016 |
| 2. Cafeteria Worker                       | Open/Promotional | 04/27/2016-05/24/2016 |
| 3. Custodian I                            | Open/Promotional | 04/06/2016-05/03/2016 |
| 4. Education Assistant III (SI)           | Open/Promotional | 04/27/2016-06/07/2016 |
| 5. Education Assistant III (Spanish)      | Open/Promotional | 04/27/2016-06/07/2016 |
| 6. Instructional Aide                     | Open/Promotional | 04/27/2016-05/24/2016 |
| 7. Instructional Assistant (SDC)          | Open/Promotional | 04/27/2016-05/24/2016 |
| 8. Instructional Tutor– LH/PH             | Open/Promotional | 04/27/2016-05/24/2016 |
| 9. Microcomputer Specialist I (PC)        | Open/Promotional | 04/27/2016-05/24/2016 |
| 10. Microcomputer Specialist II           | Open/Promotional | 04/27/2016-05/24/2016 |
| 11. Nutrition Services Equipment Mechanic | Open/Promotional | 04/27/2016-05/24/2016 |
| 12. Secretary                             | Open/Promotional | 04/27/2016-05/24/2016 |
| 13. Senior Claims Examiner                | Open/Promotional | 04/27/2016-05/24/2016 |

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
 Discussion: \_\_\_\_\_  
 Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**D.** It is recommended that the Personnel Commission approve the membership for fiscal year 2016-2017 for CODESP. The cost for membership is \$1,950.00.

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
 Discussion: \_\_\_\_\_  
 Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**E.** It is recommended that the Personnel Commission approve the membership for fiscal year 2016-2017 for CSPCA Membership. The cost is \$1,200.00.

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
 Discussion: \_\_\_\_\_  
 Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**F.** It is recommended that the Personnel Commission approve the membership for Western Region Item Bank (WRIB). The cost for membership is \$1,700.00 for fiscal year 2016-2017.

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
 Discussion: \_\_\_\_\_  
 Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**G.** The commission will consider approving the minutes for April 13, 2016.

Moved: \_\_\_\_\_ Seconded \_\_\_\_\_  
 Discussion: \_\_\_\_\_  
 Vote: Dixon: \_\_\_\_\_ Salazar: \_\_\_\_\_ Bohn: \_\_\_\_\_

**V. Commissioner's/Director's Comments**

**VI. Closed Session:**

The commission adjourned into closed session at \_\_\_\_\_ pursuant to Government Code Section 54957 to discuss:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Personnel Commission Director

Personnel Analyst

The commission reconvened into open session at \_\_\_\_\_ and announced the following action taken in closed session.

***Adjournment***

The commission adjourned the meeting at \_\_\_\_\_

April 7, 2016

Bulletin No. 16-043

TO: Chief Business Official and Personnel Commission Chair Person  
**San Bernardino City USD**  
**Victor Valley Union High School District**

SUBJECT: **2016-2017 PERSONNEL COMMISSION BUDGET**

The procedure for adopting the annual budget of the Personnel Commission in a merit system district is outlined below in conformance with Education Code 45253.

1. The Commission shall prepare an annual budget for its own office which, upon the approval of the County Superintendent of Schools, shall be included by the governing board in the regular budget of the school district.
2. The budget shall be prepared for a public hearing by the Commission to be held not later than May 30 of each year, or a date agreed upon between the Governing Board and the Personnel Commission to coincide with the process of adoption of the school district budget.
3. The Commission shall forward a copy of its proposed budget to the governing board indicating the time, date, and place for the public hearing of the budget, and shall invite board and district administration representatives to attend and present their views. The Commission shall fully consider the views of the governing board prior to adoption of its proposed budget.
4. The Commission shall then forward its proposed budget to the County Superintendent of Schools for action.

Attached is the “2016-17 Personnel Commission Budget” form to complete your 2016-17 budget. Please return two copies to Lupe Saldivar of this office no later than June 1, 2016.

**If your hearing is in connection with the district’s Adopted Budget Certification, and it is agreed upon by the Governing Board and the Personnel Commission, please advise us of that date as soon as possible. After approval, one signed copy will be returned to you.**

Sincerely,

Ted Alejandre  
County Superintendent of Schools  
*Thomas G. Cassida, Jr.*  
Director  
Business Advisory Services

TGC:ls

Attachment: “2016-17 Personnel Commission Budget” Form

**2016-2017 PERSONNEL COMMISSION BUDGET**

**DISTRICT San Bernardino City Unified School District**

*Please complete the following Account Code Information:*

FUND	RESOURCE	PROGRAM	FUNCTION	OBJECT	SCHOOL	MANAGEMENT
01	0000	0000	7490		842	071

*Please submit the completed budget on or before **June 1, 2016** to **SBCSS- Business Advisory Services, 760 E. Brier Dr., San Bernardino, CA 92408, Attention: Lupe Saldivar.***

	COLUMN 1 2015-16 ADOPTED BUDGET	COLUMN 2 2015-16 ACTUAL OR ESTIMATED	COLUMN 3 2016-17 BUDGET
<b>2000 CLASSIFIED SALARIES:</b>			
District Administrative Personnel	69,720.56	69,720.56	75,048.48
Commission Members	3,600.00	3,600.00	3,600.00
Director	132,486.98	132,486.98	132,477.12
Secretaries/Clerks	242,153.19	242,153.19	209,495.28
Other:	10,000.00	10,000.00	20,000.00
<b>SUBTOTAL (2000):</b>	\$457,960.33	\$457,960.33	\$440,620.88
<b>3000 EMPLOYEE BENEFITS:</b>			
3100 STRS			
3200 PERS	54,254.61	54,254.61	56,196.00
3300 OASDI/ARS/MEDICARE	35,034.00	35,034.00	36,000.00
3400 Health and Welfare	122,590.00	122,590.00	126,570.26
3500 Unemployment Insurance	228.98	228.98	300.00
3600 Workers' Compensation Insurance	8,151.70	8,151.70	8,200.00
3700 Other Benefits	10,308.70	10,308.70	10,310.00
<b>SUBTOTAL (3000):</b>	\$230,567.99	\$230,567.99	\$235,576.26

	COLUMN 1 2015-16 ADOPTED BUDGET	COLUMN 2 2015-16 ACTUAL OR ESTIMATED	COLUMN 3 2016-17 BUDGET
<b>4000 BOOKS AND SUPPLIES:</b>			
4200 Other Books	3,000.00	3,000.00	3,000.00
4300 Other Supplies	4,000.00	4,000.00	4,000.00
Literature/Periodicals			
Printing and Forms			
Office Supplies	7,000.00	7,000.00	7,000.00
Miscellaneous	7,000.00	7,000.00	7,000.00
Other:	4,000.00	4,000.00	4,000.00
<b>SUBTOTAL (4000):</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>
<b>5000 SERVICES, OTHER OPERATING EXPENSES</b>			
5200 Travel, Conference & Other Reimbursement	15,000.00	15,000.00	15,000.00
Mileage	1,000.00	1,000.00	1,000.00
Conference			
Other	400.00	400.00	400.00
5300 Dues and Memberships	4,000.00	4,000.00	5,500.00
5500 Utilities and Housekeeping Services			500.00
Telephone			
Other			
5600 Rentals, Leases, Repairs			
Advertising			
Machine Maintenance Contracts	4,000.00	4,000.00	4,000.00
Consultants	15,000.00	15,000.00	15,000.00
5700 Inter-Program Services (Printing, Repairs)	15,000.00	15,000.00	15,000.00

	COLUMN 1 2015-16 ADOPTED BUDGET	COLUMN 2 2015-16 ACTUAL OR ESTIMATED	COLUMN 3 2015-16 BUDGET
Other	5,000.00	5,000.00	5,000.00
5800 Other Services and Expenditures	15,000.00	15,000.00	15,000.00
Advertising	20,000.00	20,000.00	20,000.00
Consultants	15,000.00	15,000.00	15,000.00
Other			15,000.00
<b>SUBTOTAL (5000):</b>	\$109,400.00	\$109,400.00	\$126,400.00
<b>6000 CAPITAL OUTLAY</b>			
6400 Equipment (Audio Visual Equipment)	3,715.00	3,715.00	3,715.00
6500 Equipment Replacements	5,000.00	5,000.00	5,000.00
<b>SUBTOTAL (6000):</b>	\$8,715.00	\$8,715.00	\$8,715
<b>TOTAL EXPENDITURES</b>	\$831,643.72	\$831,643.32	\$836,312.14

### Certification

I, Personnel Commission Chairman, hereby certifies that in accordance with Education Code section 45253, a public hearing was held on **May 4, 2016**, following which this budget was adopted by the Personnel Commission of the **San Bernardino City Unified School District**. I further certify that the Personnel Commission has discharged all of its responsibilities in accordance with Education Code Section 45253.

The District's Chief Business Official certifies to above budget being completely and accurately reflected in District's Adopted Budget.

\_\_\_\_\_  
**PERSONNEL COMMISSION CHAIRMAN**  
*(Signature)*

\_\_\_\_\_  
**APPROVED BY:** *(Signature)*  
**SAN BERNARDINO COUNTY**  
**SUPERINTENDENT OF SCHOOL**

Date : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
**DISTRICT CHIEF BUSINESS OFFICIAL** *(Signature)*

Date: \_\_\_\_\_

Exam #	16-020	Exam Title		Buyer		
Posting Dates		Date Terminated	# Eligible	# Ranks	# Applied	# Meeting MQ's
Opened	Closed					
3/2/2016	3/29/2016	5/5/17	23	15	141	49

\*\*Merge with exam #15-059

I certify that these eligibility lists are based upon examination requirements completed and compiled in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

  
 Personnel Director

4/25/2016  
 Date



Exam #	16-014	Exam Title		Painter		
Posting Dates		Date Terminated	# Eligible	# Ranks	# Applied	# Meeting MQ's
Opened	Closed					
2/17/2016	3/15/2017	5/5/17	7	7	116	31

\*\*Merge with exams #15-032 & #15-045

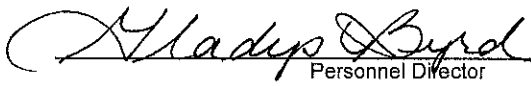
I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

*Madip Byrd*  
 Personnel Director

4/14/2016  
 Date

Exam #	16-021	Exam Title		Secretary IV		
Posting Dates		Date Terminated	# Eligible	# Ranks	# Applied	# Meeting MQ's
Opened	Closed					
3/9/2016	4/5/2016	5/5/17	21	17	217	36

I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

  
 Personnel Director

4/26/2016  
 Date

CODESP  
 20422 Beach Blvd. Suite 400  
 Huntington Beach CA 92648  
 Phone: 714-374-8644

# INVOICE



San Bernardino City Unified  
 Irma Garcia  
 777 North F Street  
 San Bernardino 92410

<b>Invoice #:</b>	0002782
<b>Date:</b>	July 1, 2016
<b>Balance Due (USD):</b>	\$1,950.00

**To View Your Invoice Online »**

1. Go to: <https://codesphr.freshbooks.com/code>
2. Enter this code: grNwjv7MdtG6uTa

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
Annual Membership Fee	Products and services beginning July 1, 2016 and ending June 30, 2017.	1,950.00	1	1,950.00
<p>NOTES: Please note that our address has changed – we are now in Suite 400.</p> <p style="margin-left: 40px;">Make all checks payable to CODESP</p> <p style="margin-left: 40px;">THANK YOU FOR YOUR MEMBERSHIP!</p> <p style="margin-left: 40px;">Help us go green - Rather than fax, please scan and email documents to <a href="mailto:codesp@codesp.com">codesp@codesp.com</a></p>				
<b>Subtotal:</b>				<b>1,950.00</b>
<b>Total:</b>				<b>1,950.00</b>
Amount Paid:				0.00
<b>Balance Due (USD):</b>				<b>\$1,950.00</b>
<p><b>NET 45</b></p> <p><b>Taxpayer ID No. 54-2166843</b></p> <p><b>No additional fees for taxes required. CODESP is a Public Agency</b></p> <p style="color: blue; text-decoration: underline;"><a href="http://www.codesp.com">www.codesp.com</a></p> <p><b>Contact us: <a href="mailto:codesp@codesp.com">codesp@codesp.com</a> or (714) 374-8644</b></p>				

This invoice was sent using FRESHBOOKS



Annual Association Dues Invoice

Invoice #64-2016-17

Date: April 8, 2016

Bill To:	Send Payment To:
San Bernardino CUSD 777 North F Street San Bernardino, CA 92411 Director: Gladys Byrd <a href="mailto:Gladys.byrd@sbcusd.k12.ca.us">Gladys.byrd@sbcusd.k12.ca.us</a> (909) 381-1280	Jennie Batiste 681 Daniel Dr. Santa Maria, CA 93454 <a href="mailto:jenniebatiste2@gmail.com">jenniebatiste2@gmail.com</a> (805) 714-6455

Please pay by check payable to CSPCA and include a copy of this invoice.

Dues Year	Number of Classified Employees	Dues Amount
2016-17	1,957	\$1,200.00

Please update any information for your district or Personnel Commissioners so we may update our records.

	Board Appointee	Employee Appointee	Joint Appointee
Name	Valarie Dixon	Gino Barbani	Michael Salazar
Address	1912 W. Magnolia Ave. San Bernardino, CA 92404	3508 N. Lugo Ave. San Bernardino, CA 92404	1759 Lomas Privadas Dr. San Bernardino, CA 92404
Phone/Email	909- 238-4316 <a href="mailto:vk801@aol.com">vk801@aol.com</a>	909-732-1105 <a href="mailto:gbdefly@yahoo.com">gbdefly@yahoo.com</a>	909-838-0289 <a href="mailto:sbmike13@aol.com">sbmike13@aol.com</a>
Year Appointed	2013	2008	2009

Thank you for your continued membership with CSPCA.



# Western Region Item Bank EARLY BILLING INVOICE 2016-2017 Fiscal Year

January 28, 2016

San Bernardino City Unified School District  
777 North F Street, Portable "B"  
San Bernardino, CA 92410  
**WRIB COORDINATOR:** Irma Garcia

Please choose your WRIB membership renewal option:

- One (1) year renewal: July 1, 2016 - June 30, 2017..... \$1,700.00
- Two (2) year renewal: July 1, 2016 - June 30, 2018..... \$3,400.00  
*(This option will lock in the current rate for your 2017-2018 renewal)*

Please make checks payable to: **SAN BERNARDINO COUNTY HUMAN RESOURCES - WRIB**

Please mail checks to:

San Bernardino County Human Resources  
Attn: Western Region Item Bank (WRIB)  
157 W. Fifth Street - 1<sup>st</sup> Floor  
San Bernardino CA 92415-0440

**PLEASE enclose a copy of this invoice with your payment.**

If you have any questions or concerns regarding this bill and/or your WRIB membership or need anything additional to process this invoice, please contact:

*WRIB Customer Service*  
*(909) 387-5588 or [WRIB@hr.sbcounty.gov](mailto:WRIB@hr.sbcounty.gov)*

Thank you for your early renewal and continued membership in the Western Region Item Bank.

**INVOICE # 364-16**  
**Federal Taxpayer ID# 95-6002748**

**PERSONNEL COMMISSION MEETING**  
SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
PERSONELL COMMISSION OFFICE, PORTABLE #B

**MINUTES**

April 13, 2016

**I. CALL TO ORDER**

A. The meeting was called to order at 5:34 p.m. by Commissioner Dixon.

B. Roll-Call

1. Commissioner Valeria Dixon, Chairperson-Absent
2. Commissioner Michael Salazar, Vice-Chairperson-Absent
3. Commissioner George Bohn, Member

C. Pledge of Allegiance

**II. APPROVAL OF AGENDA**

Mr. Salazar moved to approve the agenda as submitted and seconded by Mr. Bohn.

Motion carried.

**III. PUBLIC COMMENTS**

Ms. Rita Jackson introduced herself and is excited to be part of San Bernardino City Unified School District as Human Resources Director for Classified. She is pro Merit. Her background consists of former 10 years of Labor Representative, former Personnel Commissioner for two separate districts in the high desert. She is here to support Personnel Commission Department and staff You are welcomed to call her for any questions or concerns.

**IV. ACTION ITEMS**

**A. RATIFYING ELIGIBILITY LIST(S).**

It is moved by Mr. Salazar and seconded by Mr. Bohn to approve the following eligibility list(s).

1. Account Analyst	Exam # 16-008
2. Administrator of Operations	Exam # 16-007
3. Assistant Maintenance and Operations Director	Exam # 16-017
4. Cafeteria Worker	Exam # 16-011
5. Construction Plans Specialist	Exam # 16-016

6. Education Assistant III (SI)	Exam # 16-004
7. Food Worker Trainee	Exam # 16-009
8. HVACR Mechanic	Exam # 15-138
9. Instructional Assistant (SDC)	Exam # 16-003
10. Lead Maintenance Worker	Exam #16-018
11. Lifeguard	Exam #15-158
12. Machinist	Exam # 15-121
13. Marketing Graphic Designer	Exam #16-001
14. Nutrition Service Equipment Mechanic	Exam # 15-175
15. Plumber	Exam # 16-013
16. Power Mower Operator	Exam # 16-010
17. Public Safety Dispatcher	Exam # 16-002
18. Registered Behavior Technician	Exam # 16-005
19. Transportation Planner	Exam # 16-009
20. Transportation Scheduler	Exam # 15-177
21. Virtual Learning Instructional Assistant	Exam # 16-006

Motion carried

**B. RECRUITMENTS.**

The commission will consider approving the following recruitments:

Motion was made by Mr. Salazar , and seconded by Mr. Bohn to open the following recruitments:

1. Buyer	Open/Promotional	03/02/2016-03/29/2016
2. Cafeteria	Open/Promotional	04/27/2016-05/24/2016
3. Custodian I	Open/Promotional	04/06/2016-05/03/2016
4. Education Assistant III (SI)	Open/Promotional	04/27/2016-06/07/2016
5. Education Assistant III (Spanish)	Open/Promotional	04/27/2016-06/07/2016
6. Food Production Worker	Open/Promotional	04/27/2016-06/07/2016
7. Food Worker Trainee	Open/Promotional	03/02/2016-03/29/2016
8. Nutrition Service Equipment Mechanic	Open/Promotional	03/23/2016-04/19/2016
9. School Computer Specialist	Open/Promotional	04/13/2016-05/10/2016
10. School Police Officer	Open/Promotional	03/16/2016/05/17/2016
11. Secretary IV	Open/Promotional	03/09/2016-04/05/2016
12. Student Services Specialist II	Open/Promotional	03/09/2016-04/05/2016
13. Worker's Compensation Technician	Open/Promotional	03/09/2016-04/05/2016

Motion carried.

**C. NEW CHANGES PC CALENDAR**

It was moved by Mr. Salazar and seconded by Mr. Bohn to approve the new changes of the PC Calendar for 2016.

From:	To:
April 6, 2016	April 13, 2016
June 1, 2016	June 8, 2016
July 6, 2016	July 13, 2016
August 3, 2016	August 10, 2016
October 5, 2016	October 12, 2016

Motion carried.

**D. REVISIONS AND TITLE CHANGE:**

It was moved by Mr. Salazar and seconded by Mr. Bohn to approve the revisions and title change to the

following classification specification:

FROM: Career College Technician

TO: College and Career Readiness Technician

Mr. Bohn asked what is the reason for the title change?

Ms. Byrd responded, at one time the district had a career center and now it is college and career readings technician.

Motion carried.

**E. REVISIONS OF CLASSIFICATIONS:**

It is moved by Mr. Salazar and seconded by Mr. Bohn to approve the revisions to the classifications as submitted.

1. Appliance Repair Technician
2. Lead Maintenance Worker
3. Nutrition Services Supervisor
4. School Computer Specialist

Mr. Salazar asked if the district has any feedback on the class specification changes. Ms. Byrd mentioned that most of the changes were updating the experience, and education section. Ms. Byrd stated that when there are any changes to the class specification it goes to district and CSEA. Any changes from district have to go through the 610 process.

Motion carried.



**F. CERTIFICATION OF ELIGIBILITY LIST**

It was moved by Mr. Salazar and seconded by Mr. Bohn to approve the certification from other eligibility list(s) to fill vacancies as follows:

- |                          |                           |
|--------------------------|---------------------------|
| From:                    | To:                       |
| 1. Bilingual Clerk I     | Clerk I                   |
| 2. Computer Specialist I | Computer Specialist I MAC |

Motion carried.

**G. CONFERENCE FOR NEOGOV:**

A motion was made by Mr. Salazar and seconded by Mr. Bohn for Personnel Commission Director, Personnel Analyst, and Human Resources Specialist(s) to attend the 2016 NEOGOV Annual Training Conference on Thursday, October 13, 2016 and Friday, October 14, 2016 at Mirage, Las Vegas. The cost is \$825.00 per person. The cost for Hotel is \$1,500. Total complete cost conference and hotel is not to exceed \$5000.00.

Motion carried.

**H. CONDUCT PUBLIC HEARING DATE:**

A motion was made by Mr. Salazar and seconded by Mr. Bohn to conduct a public hearing date for the budget on May 4, 2016. The commission will decide for another date on May if needed for a public hearing for the 2016-2017 budget approval.

Motion carried.

**I. HEARING OFFICER AMMENDMENT:**

A motion was made by Mr. Salazar and seconded by Mr. Bohn to approve the amendment to increase the cost of \$3,000 for Patricia D. Barrett, Hearing Officer for District Employees Disciplinary meetings. The services will end 06/30/2016.

Motion carried.

**J. APPROVAL OF MINUTES:**

A motion was made by Mr. Salazar and seconded by Mr. Bohn to approve the minutes for March 2, 2016.

Motion passed.

## **V. COMMISSIONER'S AND DIRECTOR'S COMMENTS:**

Ms. Byrd stated: we are moving forward since our last meeting we have 12 more to fill, the district has filled 3 additional positions since that meeting. We have about 10 more to test. We have difficulty with HVACR Mechanic. We are working and brainstorming together with the district to fill the positions. The district has done an outstanding job. There are 181 vacancies.

We are going to have a job fair in collaboration with classified and certificated on April 30, 2016 at Indian Springs High School from 8:00 a.m.-1:00 p.m. There will be NCLB testing and if applicants apply for jobs there will be a record that NCLB testing was done.

Mr. Bohn – no comments.

Mr. Salazar welcomed Rita Jackson and looking forward to working with her. Additionally he thanked the staff; there is a lot on here, a lot of work to be done. Very impressed with job fair and looking forward to be there.

Ms. Byrd mentioned the Job Fair is on Facebook, marquee on the 215 freeway and Classified Human Resources staff will be joining us that day.

The commission adjourned into closed session at 6:02 p.m.

## **VI. CLOSED SESSION**

The commission adjourned into closed session at 6:02 p.m.

**The commission reconvened into open session at 6:30 p.m. and the following was taking into closed session:**

On the motion of Vice-Chairperson, Michael Salazar, and seconded by Member, George Bohn and unanimously carried the Commission reconvened into open session at 6:30 p.m. and reported that: information was received and considered and the Commissioners had concluded their deliberation process and that the Commission sustained the Hearing Officer's recommendation for employment termination.

The Commission unanimously acted to sustain the Hearing Officer's recommendation to affirm its earlier decision to uphold the termination of employee Case # 005076.00442 and directed to the Personnel Commission Administrator to send copies of the decision to the District and the Employee in accordance with Personnel Commission Rules.

Motion passed.

## **VII. ADJOURNMENT**

The commission adjourned the meeting at 6:30 p.m.