

PERSONNEL COMMISSION MEETING
SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION OFFICE
777 NORTH F STREET, PORTABLE #B
SAN BERNARDINO, CA 92410

AGENDA

August 2, 2018

5:30 P.M.

I. Call to Order

- A. The meeting is called to order at _____.
- B. Pledge of Allegiance
- C. Roll-Call
 - Commissioner Valeria 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 consider approving the following eligibility list(s):
 - 1. Cafeteria Worker Exam # 18-046
 - 2. Certified Athletic Trainer Exam # 18-053
 - 3. Nutrition Specialist Exam # 18-047

Moved: _____ Seconded _____
Discussion: _____
Vote: Dixon: _____ Salazar: _____ Bohn: _____

B. The Commission will consider approving the following recruitments:

1	Computer Specialist III	Open/Promotional	07/05/2018-07/31/2018
2.	Office Assistant I (Health Aide)	Open/Promotional	07/18/2018-08/14/2018
3.	Plumbing Supervisor	Open/Promotional	07/18/2018-08/14/2018
4.	Secretary	Open/Promotional	07/18/2018-08/14/2018

Moved: _____ Seconded _____
Discussion: _____
Vote: Dixon: _____ Salazar: _____ Bohn: _____

C. The Commission will discuss the PC Rules 4.1.3, 5.2.6.2, 5.2.12.5 and 6.1.6.2.

Moved: _____ Seconded _____
Discussion: _____

D. The Commission will discuss the Merit System onboarding presentation.

Moved: _____ Seconded _____
Discussion: _____

E. The Commission will discuss the Personnel Commission meeting dates.

Moved: _____ Seconded _____
Discussion: _____

F. The Commission will discuss the Personnel Commission Association of Southern California Award.

Moved: _____ Seconded _____
Discussion: _____

G. The Commission will consider approving the minutes for July 12, 2018.

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

2. Consideration of appointment, employment, dismissal, or evaluation of an employee.
Applicant # 18-1003
Employee # 18-1004
Employee # 18-1006

The Commission reconvened into open session at _____ and announced the following action taken in closed session.

Adjournment:

The Commission adjourned the meeting at _____.