

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

**MINUTES**

November 14, 2012

5:30 P.M.

**I. CALL TO ORDER**

- A. The meeting was called to order at 5:45 p.m. by Commissioner Early.
- B. Roll-Call
  1. Commissioner Gino Barabani, Chair-came in at 5:47
  2. Commissioner Rhonda Early, Vice-Chair
  3. Commissioner Michael Salazar, Member
  4. Abram Flory, Personnel Commission Director-Absent
  5. Nersidalia Garcia, Secretary III
- C. Pledge of Allegiance

**II. APPROVAL OF AGENDA**

Moved	<u>Ms. Rhonda Early</u>	Seconded	<u>Michael Salazar</u>
Vote: Barabani	<u>Not present</u>	Early	<u>Aye</u>
			<u>Salazar</u>
			<u>aye</u>

**III. PUBLIC COMMENTS**

- NOTE:**
- Comments from the public on any item that is not on the agenda but is under the subject matter jurisdiction of the commission may only be made at this time.
  - Comments from the public on any agenda item may only be made at this time.
  - Public comment during the commission's discussion of an agenda item will not be permitted.

Dr. Vollkommer, Assistant Superintendent for Human Resources Classified and Certificated

At a prior meeting the commission chair as we were debating the subject of requiring the high school diploma asked for some additional information from the District if we had any, he did e-mail me and I did not have a chance to email him back, but I did through the great investigative skills of Gladys Byrd.

I do want to share this with you, it's frequently asked questions from the EEOC from the Equally Opportunity Commission regarding the EEOC requirements, so I'm just providing you this information. This evening and I apologize for it being at the eleventh hour, I know that will come up but, wanted you to have it, I also want to say thank you for the anticipated recruitments this evening, we need to continue to move forward with hiring and we appreciate any efforts that you make toward that thank you very much.

Rhonda Early

Are there any other public comments?

Gladys Byrd, Interim Director for Human Resources Classified

Just a little bit on your agenda backup for Item IV (a) the education code section is incorrect.

Rhonda Early I'm turning the meeting over to our commission chair now.  
 Gino Barabani Any more public comments? Okay move on to action item IV (a).

**IV. ACTION ITEMS**

A. The commission will consider approving revised classification specification on for the following classifications. Each classification will be discussed and voted on separately.

1. It is moved that the commission approve the revisions to the classification specification for Food Worker Trainee.

Moved	<u>Gino Barabani</u>	Seconded	<u>Rhonda Early</u>
Vote: Barabani	<u>Aye</u>	Early	<u>Salazar Aye</u>

Mr. Barabani Call for discussion, call for a vote.

2. It is moved that the commission approve the revisions to the classification specification for Cafeteria Worker. Call for Discussion, Call for the vote

Moved	<u>Gino Barabani</u>	Seconded	<u>Rhonda Early</u>
Vote: Barabani	<u>Early</u>	<u>Aye</u>	<u>Salazar Aye</u>

Gino Barabani Call for discussion, call for a vote.

B. The Commission will consider approving recruitments for the following classifications.

1. It is moved that the commission approve the job bulletin for Cafeteria Worker as submitted and that it directs the Personnel Commission Director to submit an eligibility list to the commission for certification by December 12, 2012.

Moved	<u>Gino Barabani</u>	Seconded	<u>Rhonda Early</u>
Vote: Barabani	<u>Aye</u>	Early	<u>Salazar Aye</u>

Gino Barabani Call for discussion, call for the vote.

2. It is moved that the commission direct the Personnel Commission Director to halt the current recruitment for Food worker trainee, admit any current applicant who disqualified due to not having a high school diploma or equivalency, and to publish forthwith a new job bulletin with the requirement for a high school diploma equivalency omitted from the bulletin and to submit an eligibility list to the commission for certification by December 12, 2012.

Moved	<u>Gino Barabani</u>	Seconded	<u>Rhonda Early</u>
Vote: Barabani	<u>Aye</u>	Early	<u>Salazar Aye</u>

Mr. Barabani Open for discussion.

Mr. Salazar Why are we doing this?

Mr. Barabani Oh because the first one originally had the high school diploma, and then were going through a lot.

Mr. Salazar Okay, we just want to change that to put the high school diploma.

Mr. Barabani No to remove the high school diploma but the people who have already submitted an application they have been screened out because they did not have one, this will allow them to come in to take the test.

Mr. Salazar Okay I got it, thank you

Mr. Barabani Call for a vote.

Ms. Early Aye.

Mr. Salazar Aye.

Mr. Barabani Aye. Thank you.

3. It is moved that the commission direct the Personnel Commission Director to publish forthwith a job bulletin as approved by the commission on October 17, 2012 for School Police Clerk and to submit an eligibility list to the commission for certification by December 12, 2012.

Moved	<u>Gino Barabani</u>	Seconded	<u>Rhonda Early</u>
Vote: Barabani	<u>Aye</u>	Early	<u>Aye</u>
		Salazar	<u>Aye</u>

Mr. Barabani Call for discussion, call for a vote.

4. It is moved that the commission direct the Personnel Commission Director to publish forthwith a job bulletin as approved by the commission on October 17, 2012 for Instructional Tutor-Learning Handicapped/Physically Handicapped and to submit an eligibility list to the commission for certification by December 12, 2012.

Moved	<u>Gino Barabani</u>	Seconded	<u>Rhonda Early</u>
Vote: Barabani	<u>Aye</u>	Early	<u>Aye</u>
		Salazar	<u>Aye</u>

Gino Barabani Open for discussion, call for a vote.

- C. The commission will discuss and give direction to the personnel director on revising the day of week of the commission meetings for 2013.

Mr. Barabani This in regards to us having making a new calendar and CSEA's asked us. Wednesday is very inconvenient, because it is their day that they use for their meetings, and they would like us to maybe move it well it is suggested maybe Monday or Thursday, or Friday, and I suggest we move it to like Thursday. Monday is very busy and Friday the audience is going to be, yea I can see (laughter) and we did originally have them on Thursday, so and we have to make a new calendar for next year.

Mr. Salazar How many meetings do they have?

Mr. Barabani They meet once a month. I believe once a month. Are you sure they don't meet twice?

Union Representative No it's once a month. It used to be twice, but now it is once a month.

Mr. Barabani And then they also have their regular open public meeting but it's their board meeting , but its general membership meeting is once a month, I think that's what their afraid of, we originally

were once a month on Wednesday.

Union Representative Mr. Salazar Yes sir, once a month on Wednesday.

Union Representative Mr. Salazar Once a month on Wednesday? Which Wednesday?

Union Representative Mr. Salazar The second Wednesday of each month.

Mr. Barabani That's kind of where we are, are we going to continue to have meetings twice a month? Because typically a commission has a meeting once a month.

Mr. Barabani We got a lot of work to do. That's why.

Mr. Salazar Well we haven't been doing any work, so I mean I if the commission, so the question is well are we going to have meetings more than once a month, that's the first thing, because if were are going to have the meetings once a month, they have their meetings on that day we can correspond our once a month with the other.

Mr. Barabani Well, I believe that it's going to take us at least twice a month to get this going.

Mr. Salazar Okay then maybe we can do ours two that surround there, I like Wednesday's that's what I'm trying to say, Thursdays are inconvenient for me, and I understand that Fridays and Mondays don't work. Wednesday just work well for me.

Mr. Barabani Well is it all Thursdays? Or just?

Mr. Salazar I mean you know.

Mr. Barabani I mean if we had one on Wednesday and one on Thursday.

Mr. Salazar No I don't want to start doing that, because that gets really, really confusing, is it that Tuesday or that Wednesday? I mean that's just me, I know that Wednesdays are the days that I meet my Personnel Commission commitment and if their meeting is on the second, second Wednesday

Unidentified So you would do the first and third?

Mr. Salazar Exactly.

Mr. Barabani Does that work for you?

Mr. Salazar I would prefer to do that, that doesn't work for Pat I don't think but.

Mr. Maher It doesn't matter.

Mike Salazar Well your shaking your head that's all

Mr. Maher No it doesn't matter.

Mr. Salazar So the first and third Wednesdays.

Ms. Early That would work for me.

Mr. Salazar That would work for me as well.



Mr. Salazar I realize we are going to have to go off the list legally.

Mr. Barabani And we are hiring those people and it says of.

Mr. Salazar Okay got you.

Mr. Barabani And then on page 36 of 56, which is also page 19, of these minutes, the statement says Mr. Barabani, then it says Mr. Maher then it says Mr. Barabani right there it should say we've got about 5 it should be minutes in there before we then should be start instead of started. Call for the vote with corrections.

Ms. Early Aye.

Mr. Salazar Aye.

Mr. Barabani Aye.

E. It is moved that the commission approve the minutes of May 9, 2012 as submitted.

Moved	<u>Barabani</u>	Seconded	<u>Early</u>
Vote: Barabani	<u>Aye</u>	Early	<u>Aye</u>
			<u>Salazar Aye</u>

Gino Barabani Open for discussion and corrections Call for the vote. Thank you Nersi for getting those to us, I know it is a lot of work. We are now going into closed session. Anybody need a break?  
 6:06. Get enough time for the room to leave, how about 6:10 that'll give us about 4 minutes and I need to ask everyone who won't be in closed session to leave.

**V. COMMISSIONERS/DIRECTOR COMMENTS**

No comments.

**VI. CLOSED SESSION**

The commission adjourned into closed session at 6:10 p.m. for:

Pursuant to Government Code Section 54957 to discuss:  
 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
 Title: Personnel Commission Director

Pursuant to Government Code Section 54957 to discuss:  
 PUBLIC EMPLOYEE DISCIPLINE

The commission reconvened into open session at 6:10 p.m. and reported on the following action taken in closed session: No report out.

**VI. ADJOURNMENT**

The commission adjourned the meeting at 6:10 p.m..