

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

**MINUTES**

May 8, 2013

**I. CALL TO ORDER**

A. The meeting was called to order at 5:30 p.m. by Commissioner Barabani.

B. Roll-Call

1. Commissioner Rhonda Early, Chair
2. Commissioner Gino Barabani, Vice-Chair
3. Commissioner Michael Salazar, Member
4. Abe Flory, Personnel Commission Director

C. Pledge of Allegiance

**II. APPROVAL OF AGENDA**

| Moved          | Mr. Barabani   | Seconded         | Ms. Early          |
|----------------|--|------------------|--------------------|
| Vote: Barabani | <u>Aye</u>   | Early <u>Aye</u> | Salazar <u>Aye</u> |
| Ms. Early      | Approval of today's agenda. Do we have a motion to approve?  |                  |                    |
| Mr. Barabani   | Madam chair, I move that we strike all items related to Personnel Analyst. Dealing with budget and recruiting for analyst has nothing to do with the budget. I initially told Mr. Flory that we are only meeting we had and I don't know if you did, I didn't receive a draft on the agenda or I would have said something in the email so I'm not sure what is going on here on this recruitment on analyst. It is someone misleading since we originally stated this is going to be about budget only. And the other item on here I like to strike to move comments from the public on any item that are on the agenda, one, this is a special meeting only items that are on the agenda can under the Brown Act can be directly spoken about. |                  |                    |
| Ms. Early      | So, you want to strike the second paragraph of Action Item A and Action Item B and the public comments section from tonight's meeting?   |                  |                    |
| Mr. Barabani   | But not the part where only be made at this time, the item is the budget and they have the right to speak on that but, we are not allowed to bring up any other thing at a special meeting.  |                  |                    |
| Ms. Early      | Ok.  |                  |                    |
| Mr. Barabani   | I will restate my, it was actually two motions.  |                  |                    |
| Ms. Early      | Restate your motion.   |                  |                    |
| Mr. Barabani   | I move that we strike all reference to personnel analyst position.   |                  |                    |
| Ms. Early      | I will second. Any further discussion?   |                  |                    |
| Mr. Salazar    | Real quick, I would like to make a couple of comments on that, it looks like this personnel analyst has if we fill that vacancy then it would have an effect on our budget. So I think in my mind I'm looking at this and thinking they are real and, if we are planning on filling this personnel analyst position then we probably should have a discussion about it, prior of adopting the budget. Because I looked at it and the budget includes a proposed estimated budget item for the salary of the position. We had a   |                  |                    |

couple of times we had discussion for this maybe this is not the time for that but at the same time this does affect our budget so that is my concern.

Mr. Barabani You are correct, last year and we originally spoke about coming here to the meeting, and we suppose to place last year's budget. The position remains unfilled when we get to the budget part Mr. Flory can fill us in on how come we haven't spent that money we have money returned to the district. That is probably our inversely one dollar is not spent it is returned to the district. By placing this analyst position on here and the other agenda item to take it off, I'm really not sure what happened here, this supposed to be just a meeting on the budget. That is what we stated so and now we made a public statement to that effect and now we are sitting here adding things to that.

Mr. Salazar I have a problem doing a little extra work.

Mr. Barabani It's not that it's that we made it, that we made a reference to it and now it's someone that we can be violating the brown act.

Mr. Salazar I don't think it's a violation of the brown act, its being posted, anyway madam chair that is my discussion.

Ms. Early Any further discussion on the motion.

Mr. Flory Madam chair the way it's written in the inclusion of the person analyst so that you know which budget you are approving, you have two budgets before you. One is with the analyst, and the other is without the analyst. We are giving back diverting back, Mr. Barabani is correct; any money not spent goes back to the district. We are getting approximately \$47,000 we just have seated here wasting basically the position of myself and if I were a department of the district or with any I don't need to encumber or in a budget when I'm not going to spend it and I got clear indications that for some reasons the personnel analyst is not going to be filled therefore; its easy if we just take it out of the budget and give it to the district on the next year and they can iron some classified employees or whatever they can approve through the year. The only reason they have a vacant position that has been vacant for this long continuing on until next year and for us to have the money we don't need if we are not fill in it. If we are filling it then we are if we are not this week we prove another budget just to clarify to commissioners, not to sneak anything in.

Mr. Barabani The motion is that to strike this reference to personnel commission

Mr. Flory If you strike the personnel analyst then by definition will look at the budget that does not include budget analyst. That is what I'm saying.

Ms. Early Any further discussion on that motion.

Mr. Salazar We can always not do anything with the item.

Ms. Early I'm not sure what you mean we can always not make sure

Mr. Salazar We can always not approve the recruitment and action items, we can always not approve the recruitment of personal analyst. So we can have the discussion about it. I think if we move it we are

kind of in the same page. It's not our intent to fill the position.

Mr. Barabani I thought it was our intent to bring original budget that is what we stated on last meeting now the budget has been changed. I didn't get an update on time, not enough time so I can reference at it. There is no reason to add it, there is no reason the money is being return, it's not being spent or abused. The district will surely take that money and spend it on children.

Mr. Salazar You think we should fill that position? I come to a lot of personnel commission meetings things on agenda not discussed at prior meeting. Surprises on the agenda and you know if this is one more surprise I have no problem sitting here for the next 10 minutes and discussed it. In fact we already spent 10 minutes and discuss it so we tackle it and move forward.

Ms. Early Any further discussion on the motion? All in favor of motion signify with voting sign of aye.

Mr. Barabani Aye.

Ms. Early Aye. Any opposition?

Mr. Salazar Nay.

### **III. PUBLIC COMMENTS**

- NOTE:**
- Comments from the public on any agenda item may only be made at this time. Because this is a special meeting, comments may only be made on an agenda item.
  - Each member of the public may speak only one time during the public comment session.

Ms. Early We are now open to public comments. Comments on public section may be only made at this time. No Comments.

Ms. Early All in favor of motion signify with a voting sign of aye.

Mr. Barabani Aye.

Ms. Early Aye.

Mr. Salazar Aye. Motion carries.

### **IV. ACTION ITEMS**

- A. The commission will discuss and conduct a public hearing on the proposed budget for Fiscal Year 2013/204. Members of the public, representatives from collective bargaining units, employees of the district, executives and managers of the district, executives and manager s for 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 recruitment for Personnel Analyst and consider adopting the proposed full-funding budget that includes this position for the 2013/2014 fiscal year.~~

|                |                                      |                |                     |
|----------------|--------------------------------------|----------------|---------------------|
| Moved          | <u>Ms. Early</u>                     | Seconded       | <u>Mr. Barabani</u> |
| Vote: Barabani | <u>Aye</u>                           | <u>Early</u>   | <u>Aye</u>          |
| Ms. Early      | <u>Any discussion on the motion.</u> | <u>Salazar</u> | <u>Abstain</u>      |

Dr. Harold Vollkommer Good afternoon commission I just want to clarify based on the action that you took earlier this evening that the budget you are considering now is pages 1, 2, and 3 under 2013-2014 personnel commission budget district San Bernardino funded budget is that correct? Is that the budget you are considering now?

Ms. Early Yes.

Dr. Harold Vollkommer It's the first pages 1, 2, and 3 right? Correct.

Mr. Barabani I'm not sure we don't have page number on them.

Ms. Early It's the first pages, yes correct.

Mr. Barabani There are changes on this as we go on.

Dr. Harold Vollkommer Just to clarify the personnel salary included in this proposal budget. So this budget includes salaries the current secretaries and clerks and current personnel analyst, it's all included is that all correct?

Ms. Early Correct, I'm speaking for the director, is that correct Mr. director?

Mr. Flory That would be correct.

Mr. Barabani How does this budget different from last year?

Mr. Salazar Side by side comparison, you have side by side comparison.

Mr. Barabani I printed some extra copies here for you guys.

Mr. Salazar Hand those out.

Ms. Early This is already a matter of public record this is a proposed budget from 2013 so it should be part of you May 2012 personnel commission.

Mr. Barabani I did not have enough time to look at this but when I looked at this it didn't seem to be the right one. I know what it says but what it is the difference

Mr. Salazar What is different?

Mr. Barabani Did you get a draft? Let me take out a couple of items.

Mr. Salazar Wait a minute that is all I'm asking. You are making statements over there.

Mr. Barabani The totals are not the same. I don't quite know what's happening here, because I didn't get time to look at the original here. I get the first budget here page 1, 2, and 3 and then I get test on the back which is this. The 2012-2013 and then the 2013-2014 I have numbers are not the same. I have the minutes and the agenda from the last meeting.

Mr. Salazar What is different?

Mr. Barabani The totals.

Mr. Salazar Ok, one is \$653,520 and the \$666,418.

Mr. Barabani Yea why?

Mr. Salazar Well I mean I'm asking you.

Mr. Barabani I'm not sure I did not have time to look this over. Let's go through it

Mr. Salazar Ok, there you go let's go through it.

Ms. Early Mr. Barabani?

Mr. Barabani Yes.

Ms. Early So I will let you go ahead and tell us where you find the difference.

Mr. Barabani Ok, is it 2013 and 2012 starting at the bottom? I'm no expert on this here. We have proposed \$635,320 in the actual. Proposed that you would change it and there, \$585,000.

Ms. Early Are you looking at the hand out that you handout to us, or are you looking at?

Mr. Barabani I'm looking at the comparing two spread sheets together.

Mr. Salazar What are you comparing so we can follow along?

Mr. Barabani If you look at here last year on the spread sheet I gave you, last year.

Mr. Salazar I'm looking at that.

Mr. Barabani Ok, column which would be the 2<sup>nd</sup> column.3<sup>rd</sup> column.

Mr. Salazar Ok, so you want to focus on that column. Is that correct you want us to focus on that column.

Mr. Barabani Ok, now 2012.

Mr. Salazar Ok, just so I know what you are looking at because I can't.

Mr. Barabani On the second column on this sheet here the of the proposed personnel commission budget.

Mr. Salazar 2012-2013 actual/estimate.

Mr. Barabani Right.

Mr. Salazar I have a question for our director. The difference between those two column headings is what?

Mr. Flory Honorable chair members of the commission I do not have the document which you are referring to, I only have the document that is on the agenda. Then I got last year's budget, and then I got the expenditure balances from the district. I'm sorry from accounting.

Mr. Salazar You have last year's budget.

Mr. Flory Yes, I have last years approved budget then the expenditures from the county that they gave to us and then the part that is in

the agenda I don't have this other document.

Mr. Salazar I don't know where this document really came from.

Mr. Barabani The agenda from last year, this is what we worked on last year.

Mr. Salazar I would like to see you have last years approved agenda I mean approved budget. I think that is a document that we should be working on.

Mr. Flory So what would you like to know?

Ms. Early I have a copy of it.

Mr. Salazar You do?

Ms. Early Yes. Can we make a copy of this? This is a cover sheet; this is the work sheet, and summary and so probably this sheet, this sheet and this sheet and cover sheet. Can you make a copy of this?

Mr. Barabani Mr. Flory knows how many?

Mr. Flory How many would you like?

Mr. Salazar Is that for the public also?

Ms. Early Sure its last years approved budget, can you please make four copies?

Mr. Barabani Yes, we approved it.

Mr. Salazar Because I prefer to go off on real document.

Ms. Early Just for you did receive a copy via email, but you did not get it until today Ms. Garcia send it out today.

Mr. Salazar Right, ok great.

Ms. Early I appreciate the spread sheet but the font is a little bit small if you don't mind on the same figures or actually a little bit bigger than this so for ease and comparison can we compare to the budget that has been submitted.

Mr. Barabani You mean the first set? Right?

Ms. Early It's the second and it includes the district administrative personnel salary so it's the full funded budget.

Mr. Barabani Would be page 7. Ok thank you.

Ms. Early I'm missing a page, its 4 pages that need to be copied. So can we and I will let you find your place on the spread sheet but if you can budget this years recommended budget. The Mr. director if you can help me. My understanding is that for the 2012-2013 budgets the figures in that under column 3 should match column one on the 2013-2014 budget is that correct?

Mr. Flory It should however we received information from the county and is my understanding right now that the commission did not receive the 5% cut that the rest of the district didn't I believe

when they gave us the new figures that is reflected in there.

Ms. Early

Ok.

Ms. Flory

The second point with the vacancy we would of spent less in terms of the actual. Versus our estimate.

Ms. Early

So the column one for the 2013 budget where it says budget adopted should match column 3 for the 2013 budget from 2013 school year. That is my question correct? Because that is the document that is signed off by Mr. Islam as the adopted budget for 2012-2013 so that should be the calendar year 2012-2103. 201- 2013 adopted budget should be the same as column 3 2012-2013 budget correct?

Mr. Flory

Honorable chair I'm confused you switched down the calendar again for the fiscal year.

Ms. Early

Ok, fiscal year. I'm just reading what is on the paper. The paper says 2012-2013 budget column 3 and this is an approved budget so my question is the column 3 for 2012-2013 should line up with column 1 2013-2014 correct? Did I say 2013-2014? That is what I mean. For this budget should be the same for column 3 on the 2012-2013 one of them.

Mr. Flory

I understand it should be but it's not.

Ms. Early

Is that your question? Mr. Barabani why is it not?

Mr. Barabani

Yes, make it simple.

Ms. Early

Ok.

Mr. Flory

It would appear we receive more money than we were allotted this is the \$653,520 received \$666,418 which maybe the result of them refiguring the benefits percentages and cost of living or any types of decrease or increase. But we actually had higher current budget in the latest figures now let me check what the district and the county sent us and it's the third figure of \$611,213. Expenditures balances for 2012-2013 proposals are that \$611,219 so I don't know what the discrepancy is. I think and the words of very famous person is tell me how much money you want to add and we will sign that and submit it to the district and the county and or work it out as long as we are within the bounds of what we have of spent last year.

Ms. Early

Ok. So when I look at the first page on both budget for last year and this upcoming year it looks like the numbers in column 1 for 2013-2014 are consistent with the numbers in column three which is the budget for 2012-2013. And I am referring to the worksheet. The sub totals for 3000 at the end are both 1,155,000 881 and for sub totals 2000 the numbers for both are \$340,252 thousand and the categories above that look to me to be the same. Everybody agree?

Mr. Salazar

Yes.

Mr. Barabani

Yes.

- Ms. Early So the question I would have for column three would be would stands out for me would be the other on column one it says \$9,500 was budget for other \$9,500 was used but for 2013-2014 we slashed that to zero. So I had a question mark, did we use that much that for 2013-2014 so my recommendation for that line item was for us to keep that as no change \$9,500 and that was I just have a question mark I was not sure why that was a zero appear in that category. Just a couple our director can probably clarify we had an actual if we start at the top for district administrative personnel \$72,000 down \$71,700.72 then we have commission members budget \$3,600 that was used that was slashed to \$3,000. And then we have director budget \$112,500 it says that was the actual and we have an increase there. For secretaries and clerks we have budget actual and then we have an increase also so I was not sure if there was no explanation provided to support the in increased or the decreases in that particular category. So last we had an explanation why we are reducing other to 0 and why we are increasing secretaries and directors and decreasing the other two if we have no explanation for the changes my recommendation was going to be and it to budget for 2013-2014 the actual amounts that were utilized this past year.
- Mr. Flory One point of clarification which may help on the when we get the final figure again it's like moving to a target the 72 will drop to 40 and actually column 3 is zero right now. We are trying to shoot a moving target. So there will be some discrepancies but whatever you want to put will submit it that way.
- Mr. Barabani 2000 drop to how much?
- Ms. Early That would be the actual so my recommendation would be that we submit that classify salary change no change from last year's budget adopted unless there is.
- Mr. Flory So you are cutting \$18,000 dollars?
- Ms. Early I'm cutting where?
- Mr. Flory Well from \$68,530 rough figures to \$34,523 you want to drop it down to that?
- Ms. Early Unless you can tell the what is justifying the increase and secretaries clerks directors I'm going with your recommendation, my recommendation was to not drop it to be consistent with last year budget but you are saying I'm decreasing,
- Mr. Flory Yes, if you look at column 3, fiscal year 2013-2014, the figure is \$368,530.00 and some change. Decreasing it down to 340,352.00.
- Mr. Barabani Which was last year but the question that she is saying secretary/ clerk 180 last year 142 the difference why?
- Mr. Flory Again you are dealing with a moving target. We know by definition the \$72,000 is actually probably about \$38,000, and we have probably spent more in other words column two is not



real is actual or estimated in my opinion is estimated so if we were to take something that is estimated that is not accurate I prefer taking column with higher figure. The district usually will pay all our employees' salaries for the people that we have and if there is a discrepancy will make it up. My experience with other districts is always the same budget with correct amount or I believe to be a correct amount I say \$368,530 and then if the salaries are less it will take back as Mr. Barabani pointed out the amount that is over.

- Ms. Early Ok.
- Mr. Barabani So we have a \$37,721 discrepancy approximation or change? Is that what we are saying?
- Mr. Flory Again, column two is actual we know Item one is probably a lot less than \$72,000 just by definition so this is not an accurate figure, it's a guide to what you want to ask for. Then if you want to put those in or go back to that whatever you would like is your budget. We get this information from the district and county and as long as we are in general guidelines and do not mess around with salaries and benefit then we have some discretion what is called below the line that would be in the other areas. We don't have a lot of discretions on salaries and benefits
- Mr. Barabani The next item below that would be is \$9,500 dollars is 0 it was what comes under the 9th column and why can it be 0?
- Mr. Flory One thing they pay for interns of \$9,500, if we would be to check other figures that were what was spent.
- Mr. Barabani So we had the intern and the sub total is \$342,252 and your proposal correct?
- Mr. Flory That is correct. Believe me every time you ask me I would always say go for the higher figure
- Ms. Early Can we go ahead and 2013-2014 budget.
- Mr. Flory Ok that is number one, ok next.
- Mr. Early Any other recommendation for that subtotal?
- Mr. Barabani No.
- Ms. Early Any other discussion on that first group or can we go ahead and move on?
- Mr. Flory I would recommend that you skip the second group because that is the computation of the first group provided by the district and county or mainly by the district.
- Ms. Early I have a question, and my question is actually just going back to the proposed modified budget on page 1, why is commissioner Salazar name listed on workmen's compensation insurance?
- Mr. Flory You are to asking about?
- Ms. Early There is a question mark next to his name I wasn't sure why that

is there?

Mr. Flory You are talking about the proposed modified budget? Give me an idea where is it at?

Ms. Early It's under employee benefits of 3 lines up from the bottom workmen's compensation insurance. Column .

Mr. Flory I have no idea why that is there unless he is paying his own workers comp through his?

Mr. Salazar No, it should not be there at all.

Mr. Barabani That has to be a typo.

Mr. Salazar Is column 1 on full funded budget that has to be a mistake? It should not be there at all.

Mr. Flory That has to be a mistake. Yes, the benefits are just a function of the classify salary, that is a mistake.

Ms. Early We are still working on that, we are not using on that budget since we were in that column I wanted to get idea to ask it now.

Mr. Salazar So technically that is not my name, close but it's not.

Ms. Early So we can we move on to page 2? Ok comparing 2012-2013 budgets to the 2013 2014 budget fixes.

Mr. Flory Would u like to add back in? Is that what you are saying?

Ms. Early I'm seeing for the adopted budget for supplies we have listed \$2,292 as big the adopted budget amount but, when I look at the 2013-2014 it says the amount that was budget was \$7,500 and then for the miscellaneous

Mr. Flory You have gone down to next page.

Mr. Early I'm on section books and supplies. Office supplies for today's budget that was in our packet under column 1 for 2012-2013 adopted budget did amount listed for office supplies \$2292, but if you go back to approved budget what was approved was \$7,500. So there is a discrepancy in what is listed as adopted budget on today's packet as compared to what is listed as what the actual budget amount was.

Mr. Flory I don't know why that figure is that figure.

Ms. Early Also, that line under that for miscellaneous it states that the adopted the budget amount for 2012-2013 for 2,085 but, when we look at actual budget the amount is \$7000 so there is a discrepancy on those figures and the same thing with other. It is listed in column one for 2012-2013 adopted budget is \$3,190.00 where the actual budget amount for 2012-2013 was 4,000. So it changes the sub total for the 4000 series what is listed on our current package as \$179, 82 as the adopted budget what was the actual figure it looks like it was 24,000.

Mr. Flory You honor would you like to change it.

Ms. Early Well we need to correct it. What the actual budget amount was.

Mr. Barabani Just for clarification the office supplies is now reading \$2,292.75 and the miscellaneous reading \$5,085 should of read 7000 and its reading other \$3,095 should of read \$4000 and then the \$17,000 subtotal for \$4000 category is \$17,982 and we approved \$24,000 is that correct with all changes.

Ms. Early Just in comparing the work sheet.

Mr. Flory The second proposal is to change \$8663 to 24,000.

Mr. Barabani Not so much change is put in the correct figure.

Mr. Flory Yes, right.

Mr. Barabani That was the original?

Mr. Flory And we will split them the way they were in column 3 for 2013-214.

Ms. Early I didn't get to that column I was just talking about column one. Under the 2013 budget I wanted to correct the numbers that were listed so that they would match what was actually budget for those line items. And then for column 3, 2013-2014 budget I'm not sure about the recommended changes for 2013-14 for instance, if we had \$1,500 budget for other books I'm not sure why we have that as actual or estimated for this year I'm not sure why for 2013-2014 we have an estimated of 0 there and similar question for the next item other supplies if we budget \$4000 and we have to have an actual \$4000 I'm not sure what justify the 50% decrease for 2013-2014. When we know the cost of supplies is constantly rising. I don't know why we adjusted that down to a 50% decrease so I just kind of had some question marks to those figures. Similar for miscellaneous we had an actual of \$9085, I had a question mark on why we were only expecting \$1302 for 2013-2014 and also for other if we had a previous budget where we had budgeted \$4,000 we had an actual \$3190 it looks like there was a zero or that part was left blank for 2013-2014. And so with that explanation I just had some questions written in those columns so I would like to keep those figures as close to what our actual was for this year unless there is an explanation to justify the decrease.

Mr. Flory Honorable chair members of the commission, there is a difference I believe of your recommendation is to change column 3 to match column 3 on the last year's budget in another words keep the same amount in the same categories so the totals is \$24,000.

Ms. Early That is my recommendation unless any one has an opposition? Any concern about the recommendation? May I continue if there is no other discussion on the 4000 category?

Mr. Barabani Other than so the subtotal will be the same as the previous year correct?

Ms. Early Yes, \$24,000 and column match adopted budget for 2013 unless

there is opposition. Can we move forward to the 5000 services and other operational services? It looks like everything lines up with the previous year budget under column 1 comparing it to column 3 till we get down interring program services. I got thrown off on that one. The coma was in the wrong place, I'm thinking that should be \$14,037. I haven't looked at the spreadsheet, but if it is \$14,037 what we have for the adopted budget is \$5,700 so I just want the figures to match what was actually budget for that line item.

Mr. Flory So madam chair, would you like me to take the action for category 500 recommended 400 and 100 for category 5000 same as you did 4000 and 5000 to correct them to the amounts of approved budget of last year?

Ms. Early Unless you can give us some justification for the changes.

Mr. Flory As far as I know there is none.

Ms. Early Like for instance dues and membership I see we cut that by 50%. Not sure why we cut it but if you had input on your recommendation I listen to, if we don't know why we are cutting in it my recommendation was to leave as to what was budget and what our actual for this year and also for machine maintenance and contracts we went from \$3500 down to \$1200 so without any specifics to the decrease my recommendation is to leave it with our budget for last year and what our actual or estimated was for this year and to have that item as a no change also and the same with the column four inter program services.

Mr. Flory So jumping ahead for section 5000 you would like the total and the subsequent section to read \$125,887 and the same jump ahead, category 6000 keep that the same as budgeted for \$7500 and those amounts, would you like to see it corrected before you approve it?

Ms. Early Yes

Mr. Flory Ok, we will do that. I will meet with the budget analyst in the morning. Correct me to the amounts that were approved as of last current fiscal year to represent 2013-2014 unless they have an explanation that would be different. That would be my recommendation

Ms. Early I like to hear some input from our other two seated commissioners.

Mr. Barabani I don't have any more issues. When we come back to approve this can we just quickly go through the sub totals and make each category and Mr. Flory can tell us what he believes should be now.

Ms. Early Starting from page 1?

Mr. Barabani Yes starting with classification 2000.

Mr. Flory Thank you honorable chair members of the commission, 2000 should be, I would recommend that this \$3068, \$53,038 that

would include the \$9,500 in that.

Mr. Barabani And category other correct?

Mr. Flory Yes, the total would be greater than our \$34,352.00.

Mr. Salazar Let's just go through this one line at a time. District administrator personnel what should that be? In that column 3 of the 2013-2014 budget.

Mr. Flory Well they gave us those figures what the salaries should be.

Mr. Salazar I am not even debating that. What should that number be?

Mr. Flory I would recommend, I can't quite recommend the higher of the two going down the column of what it should be.

Mr. Salazar District administrator personnel what should that number be?

Mr. Flory That should be \$71,772.48

Mr. Salazar \$71,772.48 just like it is on the paper, ok great, next number.

Mr. Flory \$3,000.

Ms. Early We had budgeted it \$3,600, which is the actual number.

Mr. Flory Next figure would be \$1,113.35.

Ms. Early That is the number coming from district correct?

Mr. Flory Correct. Next number would be \$180,373. And add in back in the 950 so we will take the \$368,530.48 and add \$9,500 and \$3,600 to that.

Mr. Barabani You added \$9,600 not \$9,500.

Mr. Salazar And 600.

Mr. Flory \$3,600.

Mr. Salazar \$600 not \$3,600.

Mr. Flory Yes, sorry. So we will add that in and that will be your figure for 2000 classified salary then they will adjust the benefits accordingly for us, we don't have to compute that.

Mr. Barabani And the sub total would be?

Mr. Salazar Do you have a calculator, does anyone have a calculator?

Mr. Barabani Yes, do you want me to add that? \$378,673.48 I am off \$1,100 bucks of what we have written there, I might have made a mistake. Did you add up and came up with same thing?

Mr. Flory One quick second I will add that up. I get \$381,630.48

Mr. Salazar That is about right?

Mr. Flory We are taking \$36,853.88 and adding.

Ms. Early You are not adding \$600 you are only adding \$100 to that.

Mr. Salazar The number is \$378,630.48 that this is what I came up with but

everyone else is different.

Ms. Early \$378,630.48 correct?

Mr. Salazar That is just what I get.

Ms. Early Ok, because I just repeated what you said.

Mr. Salazar I could be wrong that is all I am saying.

Mr. Flory Madam chair, I think it was negotiated change on management furlough days. So there might be a minor adjustment on this but I would go with that figure that your two commissioners just came up with and would be 2000 classified salaries. We skipped 3000 and go to 4000. And 4000 should read if you like it down the column.

Mr. Barabani Hold on you skipped 3000.

Mr. Flory Yes, you skipped 3000 because that is the confrontation the district has paid based on salary

Mr. Barabani Right, but we are going to put in what the \$171,407 in there.

Mr. Flory We are putting yes that figure for now.

Mr. Salazar It would be calculated probably \$172,000 or so because we added \$9500 and we added \$9500 +\$600 which is \$10,500 something like that.

Mr. Flory Are we ready for 4000? Ok category 4000 is \$15,400.00, \$2,292 \$9,085 and \$3,190 which does not match up to \$24,000.

Ms. Early Can we start with column 1.the changes that are going to be for column 1 for the 4000 series?

Mr. Flory I thought I moved this over but, ok column 1 should be \$1500, \$4000 and then the \$7,500, the \$7000 and \$4000 which should equal \$24,000 and that should also.

Mr. Barabani Let me add those up.

Ms. Early So on column 3 what do you have for other supplies the second item on there?

Ms. Flory That would be \$4000?

Ms. Early And for other supplies what do you have for office supplies?

Mr. Flory Office supplies are \$7500.

Ms. Early Ok. And what do you have for miscellaneous.

Mr. Flory \$7,000.

Ms. Early Our actual was \$9,085.00

Ms. Flory Again, that is not a real figure there, but if you like it we can use that figure. We actually it's like a shooting target we don't really have a handle on it. Your recommendation is the past go to walk to what we got approved last year for this year.

Ms. Early Ok. So what do you have for column 3 for miscellaneous.

Mr. Barabani I have 24,000.

Ms. Early For miscellaneous

Mr. Barabani For miscellaneous I have \$24,000 for last year and for other I have \$4,000.

Ms. Early Mr. Flory what do you have for the sub total?

Mr. Flory The same \$24,000.

Ms. Early Are we ready to move on to the next one?

Mr. Barabani Yes.

Ms. Early What do you have under column one for program services printing and repairs? Mr. Flory

Mr. Flory Oh, thank you that should be \$14,037.

Ms. Early Ok. Going over to column 3 what do you have for travel conference and other reimbursement?

Mr. Flory That should be \$10,000.

Ms. Early What do you have for dues and membership?

Mr. Flory That should read \$4000.

Ms. Early What do you have for utilities?

Mr. Flory That would read 400 I am not sure that comes out of our budget. I would recheck that.

Ms. Early Ok. You have under machine maintenance and contract.

Mr. Flory That should be \$3500.

Ms. Early For the last figure

Mr. Flory Should be the \$14,000 of 37.

Ms. Early What do you have on the next page other services and expenditures?

Mr. Flory That should be 500, should be 0?

Ms. Early Under column 3? Because I see we had an actual of \$4,000.

Mr. Flory And the year before that we had an actual \$40,000. So don't know what is going on there?

Mr. Barabani What do we spend the money on there?

Mr. Flory On services and expenditures I don't know. I believe the district pays for Neogov. So I don't know what that is for. Again not sure if that is an actual figure.

Ms. Early For 2013-2014 we left it blank. Are we able to at least insert \$4,000 actual estimated for?

Mr. Barabani Why does the district pay for Neogov?

Mr. Flory I don't know the answer to that they do pay for it.

Mr. Barabani That was originally out of our budget.

Mr. Salazar I would not be fighting to pay for something? I would try to get some expenses out of our budget.

Mr. Barabani They have a bad habit of cutting us off our budget. If they paid for it, I agree they own it.

Ms. Early So how much do you have budget for consultants?

Mr. Flory That would be the \$52,500.

Ms. Early And how much for other?

Mr. Flory \$30,000.

Ms. Early So what is the subtotal for column 3 for 2013-2014?

Mr. Flory That is an excellent question. I can run that on the spreadsheet probably

Mr. Barabani On the advertising you decided \$10,000.

Ms. Early No, he said 21,409.71.

Mr. Barabani Ok, that is what I thought.

Ms. Early I'm thinking the justification for that is because we are doing more recruiting advertising, how come yours look different than mine. Look under column 3.

Mr. Salazar Now I am really confused so we are going to take a higher number wherever we can?

Ms. Early We budget last year 4000, but now that we have full time director on a whole year my question is the justification that we are recruiting more so we are advertising more I don't

Mr. Barabani Did we spend \$21,000?

Ms. Early Spent \$10,000.

Mr. Barabani So we are looking to spend \$21,000?

Ms. Early I did not come up with that figure that is a question mark here.

Ms. Salazar I thought we already went down those numbers and I must have missed something. That number should be what you had just too asked about right now was that number \$21,409.79 vs. \$7000.

Ms. Early That is my question for Mr. Flory.

Mr. Flory I recommend going with that amount.

Mr. Salazar \$21,409.79.

Mr. Barabani Originally last year was \$10,000. So we have an increase of \$11,409.71. Did we incur that much and spent on advertising? Over 100 percent increase.

Mr. Flory That would be an anticipated. You will be anticipating for next



year.

Mr. Barabani Ok.

Mr. Flory Whatever you are comfortable with.

Mr. Barabani What did we actually spend this year?

Mr. Flory Again, we don't know because this actual estimated is not a real figure. The problem is there accounting assistant does not give us information on time for us to budget to that.

Mr. Salazar I have never been a part of a budget process like this. I done a lot of budgets in my life, it's the entire process, there is no right reason. One time we take the higher number then we go down to the next column and then we take the \$52,500, but then the actual estimated column is \$23,380. All I am asking for is some consistency. This is just a totally inconsistent process; it does not make any sense to me. I can't follow any logic here. We are going to just go back and adopt last year's budget are we are not? I have been sitting here for an hour listening to this.

Ms. Early So the question is on the table is if we budget \$10,000 and we have an actual of \$10,000 the question was for 2013-2014 budget there is a number of 21,409.71 so the question was what's the justification for the increase. I realize everything is higher, but that is the question that we are asking our director.

Mr. Flory And your director does not have the answer to that. I will recommend in all cases we use the higher figure to be consistent with commissioner Salazar. It does not make sense and if there is something you want to change please do.

Mr. Barabani The problem is we add \$10,000 and is \$21,408 now and 71cents that is a very specific number it's not like you said \$20,000 its \$21,408.71 so we have increase of \$11,409.71. If that was the increase and that is what we incurred we get this jobs filled no problem, but I like to know did we spend that kind of money or we are planning. But you stated we are looking to the future that is pretty good future, that's like right down on 71 cents, how did you come up with that number?

Mr. Flory That figure came from the district and the county as our adopted figure for last year it's for advertisement category 5830.

Mr. Barabani Yes but we adopted 10,000 last year.

Mr. Flory And I wasn't here so I don't know how? Sir I did not do the budget last year.

Mr. Barabani You were here.

Ms. Early Ok and I don't know either. So are we recommending keeping this at \$10,000? Mr. Salazar.

Mr. Salazar I'm not making any recommendations.

Ms. Early No recommendation from Mr. Salazar, commissioner Barabani. Hearing nothing.

Mr. Barabani I am going to make a statement. It's hard to make a recommendation when we don't know why?

Ms. Early Ok and director Flory this is the number that he got from the county. I'm going to go with the director's recommendation. I don't know where the number came from but it is very specific.

Mr. Flory It is the only number on that is that specific?

Mr. Barabani And the county sent you that?

Mr. Flory Yes, this is this attachment of the expenditure balances district 76 sbcusd 71 personnel commissions.

Mr. Barabani So we did spent that much?

Mr. Flory No sir I'm sorry that is the adopted budget amount. From it looks like as of 4/9/2013 there is a remaining balance of \$7,265.71.

Ms. Early Ok, moving on. What do you have under column 3 for consultants? Director Flory?

Mr. Flory \$52,500.

Ms. Early And what do you have for other?

Mr. Flory \$30,000.

Ms. Early So do we have a new subtotal?

Mr. Salazar 38,000.

Mr. Flory I appreciate your frustration, I'm frustrated to we are getting this figures from the district we are comparing from figures we don't know how much we spent I think the logic is we go back from what was approved last year. And then we will look for any changes and take the higher figure.

Mr. Salazar The higher figure is 38,000. That is what is on that row.

Mr. Flory I think that is the figure that I said is \$30,000.

Mr. Barabani It's \$38,000.

Mr. Flory I'm sorry I'm confused.

Mr. Salazar Look on the middle column on other.

Mr. Flory Again, not accurate but we want to be consistent I would say \$38,000 that is the higher of the figures.

Ms. Early We have a new subtotal for column 3?

Mr. Barabani We will take the \$21,407. Now the next one is \$52,500, the next one is \$38,000 this is off, it can't be correct, it came up with 335,296.00. Do we have an adding machine? Let me do it again. I came up with \$145,296.71

Mr. Salazar Try it again.

Mr. Barabani Pardon, I have to re added again. Ok.

Ms. Early And I'm sure Mr. Flory will correct all figures. We just need a ball

part to figure for the totals.

Mr. Barabani \$145,296.71 I came up with that figure twice.

Ms. Early Ok, that is our ball park figure.

Mr. Salazar Maybe I am wrong.

Mr. Barabani \$145,296.71

Ms. Early And then for the 5000 series how much do we have on column 3 for equipment.

Mr. Flory For 5000 series I don't see it.

Ms. Early For column 3. Any equipment replacements for column 3? If we keep that as the amount budget for last year we have \$1,500 for equipment. \$1,000 for equipment replacement.

Mr. Flory Right, thank you. And that total would be \$7,000.

Ms. Early Then on total expenditures under column 1 we have a correction to that just to correct that number to reflect the changes I think, I have a question mark by total but I have total expenditure under column 1, \$653,520 so we are changing total expenditures from \$639,165 to \$653,520 so that it would be consistent with our adopted budget for 2012-2013.

Mr. Barabani Ok, I'm going to add all this up totals. I came out with 729,824.19. We are going to have another meeting to approve this. Because I want to see the right numbers.

Ms. Early Ok.

Mr. Flory I came up with \$555,427.19 unless I left a section out. Oh I did sorry. I left benefits out. With benefits 171. I came up with \$726,824.19.

Mr. Barabani That is what I got.

Ms. Early And that is under column what?

Mr. Barabani Column 3 total expenditures. 726834.19.

Ms. Early Any comments any recommendations?

Mr. Barabani Madam chair I recommend that we see this budget all printed up, all corrected so we can look at it. Also I would like if possible, it's approximately \$75,000 increase here. I would like to know why that is?

Mr. Flory We are taking the higher figures by definition. I will sit down as I said with district budget personnel to go over every detail of this.

Ms. Early Ok. So how soon can we have the finished project?

Mr. Flory We can have it by tomorrow, afternoon or Thursday.

Ms. Early That is too early for us to give notice so realistically well you can email it to us tomorrow afternoon or whatever. What is a good time for us to come back together?

Mr. Barabani I would say minimum a week because if we get it tomorrow and find other problem we had today, I can look at it a couple of days and say look this doesn't look right, let's get this corrected. Also, I like that it would give him time to give us where this increase are.

Mr. Salazar But there is no rhyming reason to the budget process just take the last number is on the pair.

Ms. Early We wanted to keep the budget pretty much consistent to what we have. At the last there was a reason for increase, now some of the increases are coming from classified salaries. We got a \$40,000 increase under clerks, and secretaries so a lot of those increases are coming out of salaries and under benefits. So those are things that we don't control.

Mr. Salazar It's our budget.

Ms. Early I don't control the salary, that is dictated by the district and Cal Pers and stuff like health and welfare that. You are saying those figures come from the district so that is an increase right there. We went from \$155,000 to \$171,000 under employment benefits. We went \$340,000 to \$378,000 under classified salaries those were given to us.

Mr. Salazar That is a 20% increase on secretary's clerks. The cost of leaving.

Mr. Flory Remember this is negotiation, the salaries are negotiated.

Mr. Barabani I know that csea unless those. Csea did not negotiate 20% increase for classified.

Mr. Flory They did negotiate they did negotiate some change in furlough days. I will check all that out and when would you like to meet? In the mean time I will email you the information.

Ms. Early I am available for both those days.

Mr. Salazar I can't do that on the 15<sup>th</sup>. I can't do either of those dates.

Mr. Flory The 29<sup>th</sup>? Its due the end of the month

Mr. Barabani What day?

Mr. Flory The 31<sup>st</sup>.

Mr. Salazar I can spare 1hr on the 16<sup>th</sup> which is Thursday. I have done that before; I get up and go if I have to leave.

Ms. Early It should be a done deal.

Mr. Salazar I know what it should be I'm just saying I can spare an hour on my calendar and we can go from 5:30 p.m.-6:30 p.m.

Mr. Barabani That is fine with me.

Ms. Early May 16<sup>th</sup> from 5:30 p.m.-6:30 p.m.

Mr. Barabani We are done with all the work now. If there is any explanation send us email and make sure you let us know what is going on

- with this budget. And that way when we come in here we have this sheet correctly done and then we can move forward with.
- Ms. Early And then you will have the form filled out with signatures for us to sign and approve.
- Mr. Flory Yes, absolutely. And you will get an email by at least Thursday of what those figures would look like and what I talked to district about.
- Mr. Barabani I would like the agenda just have this on it so we can get in and out.
- Ms. Early I understand just the budget and we are meeting from 5:30-6:30 Mr. Flory will give everyone notice.
- Mr. Barabani I believe you should notice the district once again out of courtesy if they can come in.
- Ms. Early So any other comments? So we will meet next Thursday, May the 16<sup>th</sup> to solidify the 2013-2014 budget at 5:30 p.m. to 6:30 p.m. for a special call meeting just to address the budget director Mr. Flory will send proper notice. Any other comments from commissioners or director. None.
- Mr. Salazar None.
- Ms. Early Ok, meeting adjourned at 7:15 p.m. thank you all for coming I look forward to seeing you next week.

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

None.

**VI. ADJOURNMENT** -The commission adjourned the meeting at 7:15 p.m.