

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

MINUTES

January 22, 2014

5:30 P.M.

I. CALL TO ORDER

- A. The meeting was called to order at 5:44 p.m. by Commissioner Salazar.
- B. Roll-Call
 - 1. Commissioner Gino Barabani, Chair- Absent, Illness
 - 2. Commissioner Michael Salazar, Member
 - 3. Commissioner Valerie Dixon, Member
 - 4. Patrick Maher, Personnel Commission Director
- C. Pledge of Allegiance

II. APPROVAL OF AGENDA

Moved	<u>Mr. Salazar</u>	Seconded	<u>Ms. Dixon</u>
Vote: Barabani	<u>Absent</u>	<u>Salazar Aye</u>	<u>Dixon Aye</u>
Mr. Salazar	I would like to make one revision to tonight's agenda Action Item A, I would like to revise that to two parts which we discussed at last meeting. Make the appointment for chairperson as well as to vice chairperson.		
Mr. Maher	Under the Brown Act you cannot revise agenda item		
Mr. Salazar	Under the last meeting you were given a directive.		
Mr. Maher	I followed your directive.		
Mr. Salazar	You did not follow the directive because it's not on this agenda. We are not going to play games here anymore Mr. Maher.		
Mr. Maher	I'm just telling you it's a Brown Act violation.		
Mr. Salazar	When do you plan on put in it on the agenda?		
Mr. Maher	I will put it on the agenda you will have the letter to Chair I would suggest what you do is you put a vote on the agenda directing me to put in on the agenda and disregarding any order given to the chair on the contrary.		
Mr. Salazar	The chair did not have any authority to override what two commissioners ordered you to do. So where are you at fault on this? You can't follow directions?		
Mr. Maher	I put it on the agenda. I'm just telling you what happened.		
Mr. Salazar	I don't need your explanation.		
Mr. Maher	Then do what you want.		
Mr. Salazar	Because you do what you want.		
Mr. Maher	I told you what you can and cannot do under the Brown Act. And violation on the Brown Act that is your decision I am not going to say anything further.		
Mr. Salazar	So the agenda item I'm making an addendum to this and that addendum is per the order that you were given last meeting so		

put that item on the agenda. If there is some way that you want to stall for one more meeting. I want to get this clear we want to put this item on the agenda. Is that clear?

Mr. Maher I don't want to stall. Again, I the procedure is the Chair approves the agenda.

Mr. Salazar No it is not. The Chair does not approve the agenda, because the chair does not have final authority to start extracting things that he does not like on the agenda.

Mr. Maher Ok, so that is the way it has been so if you want to change that.

Mr. Salazar That is not the way it is and you know it and you are smarter than that.

Mr. Maher I gave you my advice, I explained it to you and you can make your decision if you want to proceed or if you want to put it on the next agenda. I promise based on the proper motion it will be on the agenda regardless of what the Chair says. That is all I can tell you. If you want to proceed now, I just want to advice you that you will be against the Brown Act and your action will be null and void.

Mr. Salazar I want you then so there is no misunderstanding to give us the proper verbiage so this gets done on the next meeting.

Mr. Maher I guarantee that it will be on the next agenda on the final agenda the one that is published.

Ms. Dixon Ok, let me clarify what you just said. You said proper verbiage so that this is done correctly, Am I correct?

Mr. Salazar We want this done correctly; in a nut shell what we are doing on this action item a making the appointment to Vice Chair and Chair position. That is what I want to do. I appreciate a legal opinion. So right now again, Mr. Maher has now assured me that he will get the proper verbiage on the final agenda and nobody will supersede that verbiage to knock anything on the agenda other than to have make the appointment of the vacant Vice Chair and the Chairperson.

Mr. Maher I understand it will be on the next final agenda no matter what the chair says.

Mr. Salazar So the question is getting back to the agenda. Do we continue with Action Item IV (A) or is it ok with voting with Action Item IV (A) and keeping on the agenda as is. We can vote for one today and one the next time.

Ms. Dixon That is fine with me.

Mr. Salazar I call for the vote.

Ms. Dixon Aye.

Mr. Salazar Aye.

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.
 - Public comments during the commission discussion of an agenda item will not be permitted.
 - Each speaker may speak only once.
 - A request to speak form must be completed before the meeting is called to order and submitted to the Chair in order to speak.

Irma Garcia, HR
Specialist for PC

Irma Garcia expressed her concerns about the hiring process job specification for personnel analyst. She asked if it can be pulled from agenda and not to be approved.

Irma requested a closed session meeting with the commission to explain about the written reprimand given to her from Patrick Maher. She would prefer for this matter to be dealt in a more private fashion. Patrick Maher has denied her the access to speak to commissioners during closed session. The reprimand is a form of retaliation of a disagreement done on Christmas break. Patrick is grasping on thin air because he has nothing substantial to write me up for. Part of the reprimand was a simple misunderstanding that could have been resolved in minutes. He decided not to address the situation directly but put it on his reprimand. He included in there insubordination and that insubordination was the cause of the HVACR Mechanic recruitment. When in fact the recruitment I had on my desk for weeks and untouched because Patrick failed to provide me further instructions. He also included in there incompetency and inefficiency and that is far from the truth.

Irma will submit the written appeal in closed session in order not to violate the Brown Act. She also made the commission aware of the working environment in the office working under Patrick Maher, he has made it impossible for us to work or to accomplish any task or asked in some way, for example, the written reprimand, the emails and phone calls amongst other things. The constant threats and the amount of pressure we have are sickening and unbearable at every chance he gets he puts blame on us for his inability to meet that deadline. I can go further in detail if we are able to meet without violating the Brown Act and that is pretty much it for tonight. Thank you.

Nersidalia Garcia,
Secretary III for
PC Office

Nersidalia Garcia expressed her concerns about the work environment and bad treatment in the office and the low morale in the office. For over five years the office girls have been harassed, ridiculed, insulted. It is a hostile work environment working with Patrick Maher. Pat Maher is demeaning, condescending, and rude. Nersi requested for this abuse to stop and to have a closed session meeting with commissioners so the Brown Act is not violated. Thank you.

Alexis Jenks, HR Specialist for PC office

Alexis Jenks expressed concerns on the hiring process job classification for Personnel Analyst. She requested for commissioners to review job classification before approving the job specification and recruitment.

Alexis also expressed her concerns about the treatment in the office from Pat Maher. She requested to have a closed session with the commissioners.

She expressed how there are some issues that she would like to discuss in closed session. If I am giving my opportunity I don't want to give much of detail now in public forum. I'm just asking you with your help you can hopefully boost the morality of this staff we eagerly anticipate the task that is ahead of us but in order for us to give our 100% we have to mentally be there. I am asking and the staff is asking for your help on that this evening. Thank you.

Lisa Towery, CSEA Labor Representative

Lisa Towery explained that she sent an email requesting for a closed session meeting with each of the labor members to explain the situation that has been going on here in the office with Patrick Maher. She does not want to violate the Brown Act. She had asked Mr. Maher for a meeting and he denied it.

Lisa Towery firmly believes Mr. Maher is purposely obstructing the exclusive representative of the California School Employees Association to represent your Personnel Commission employees. His motive will be meaning concerning his management style it can only be described as demeaning hostile and threatening. He uses bullying and fear to manage his employees. The PC staff Ms. Jenks, Ms. Irma Garcia, Ms. Nersi Garcia and chapter president Carl met with Mr. Maher yesterday January 21st. We are attempting to address the concerns of the staff to clear to Mr. Maher that the staff can resolve the concerns yesterday unfortunately that did not occur. This denial of our right to speak to you is an outright abusive power to his position as interim personnel director. This evening you heard our bargaining members exercise their rights to speak to you during public comments. They are very courageous ladies to do that. On behalf of our bargaining union members I as an exclusive representative would request a meeting with you at the next PC meeting on Wednesday, February 5, 2014. Thank you.

Carl Greenwood, CSEA President

I am also here this evening to talk about our three young women and I want to emphasize on women they are not girls, they are not kids. Any time they are addressed they should be addressed with respect and dignity. Even when they are not doing something up to code. You can't treat them bad, demeaning them or make they feel small. It slows down productivity it creates chaos something we can't have right now. We have a minimum amount of time to get this done and this is just a process. The three ladies Ed Code has been violated, they were told by Pat that he prefers to work

under intimidation that is his thing that's what he does. Whether true or not that is bother me. No one should have to work under attacked or feel that they are intimidated every time they come to work. Thank you.

IV. ACTION ITEMS

A. The commission will make appointment to the vacant Vice-Chairperson.

1. It is moved that Valeria Dixon be appointed as Vice-Chairperson for the 2014 term.

Moved	<u>Mr. Salazar</u>	Seconded	<u>Ms. Dixon</u>
Vote:	Absent	Aye	Salazar Aye
Barabani			

Mr. Salazar I would like to nominate Val Dixon for this appointment as the Vice Chairperson for the 2014 term. I move that Val Dixon be appointed as Vice Chairperson for the 2014 term.

Ms. Dixon I second that.

Mr. Salazar Any discussion? None here, I call for the vote.

Ms. Dixon Aye.

Mr. Salazar Aye. I will certainly help anyway that I can. Protocol is that I turn the gable over. Welcome!

Ms. Dixon I guess. You will help me out here?

Mr. Salazar I will help you out.

Ms. Dixon Thank you.

B. The commission will consider approving classification specifications submitted by consensus of the District, CSEA, and the Commission. Proposed motions are:

1. It is moved that the commission approve the revisions to the classification specification for Attendance Verifier and Bilingual Attendance Verifier as submitted.

Moved	<u>Ms. Dixon</u>	Seconded	<u>Mr. Salazar</u>
Vote:	Absent	Aye	Dixon Aye
Barabani			

Ms. Dixon So we will take Action Item B. Do we want to take this as a group 1 through 14 or individually?

Mr. Salazar Do we have job specs was it item 10. That was it. I have some notes.

Mr. Maher Right now we are on a class spec.

Mr. Salazar I'm in favor of taking this in aggregate for the changes that we are talking about. We need to be clear on changes. The first thing I saw was School Accounting, Technician II, High school on the

back up material. It was page 29 of 99.

- Mr. Maher If I can make a suggestion why don't we discuss and agree with what we are going to change and then what you do you can immediately do with one motion as.
- Mr. Salazar That is what I'm trying to get on. We are on page 29 of 99. Strike through "may perform clerical duties up to the clarification of Secretary II.
- Mr. Maher Inside student body, that is the correction you are making.
- Ms. Dixon Is it one or two Accountability Technician II?
- Mr. Salazar This is technician II.
- Ms. Dixon Ok, so that is number 9. I'm looking for where it is on the motion.
- Mr. Salazar Yes exactly is 9 of or action items. Ok. IV B9. I don't think I have any other changes there.
- Ms. Dixon No.
- Mr. Maher I think that is the only one changes the only class spec.
- Ms. Jenks I don't know Is that the same or striking?
- Mr. Salazar I am ready to go. You can actually go 1 through 14 as amended.
- Ms. Dixon It is moved that the commission approve the revision for classification or 1through 14. Call for the vote.
- Mr. Salazar I have no further discussion. Aye.
- Ms. Dixon Aye.

2. It is moved that the commission approve the revisions to the classification specification for Clerk I and Bilingual Clerk I as submitted.

- | | | | | | |
|----------------|--------------------|----------------|------------------|--------------|------------|
| Moved | <u>Mr. Salazar</u> | Seconded | <u>Ms. Dixon</u> | | |
| Vote: Barabani | <u>Absent</u> | <u>Salazar</u> | <u>Aye</u> | <u>Dixon</u> | <u>Aye</u> |
- Ms. Dixon Any discussion? Call for the vote.
- Mr. Salazar Aye.
- Ms. Dixon Aye.

3. It is moved that the commission approve the revisions to the classification specification for Library Assistant and Bilingual Library Assistant as submitted.

- | | | | | | |
|----------------|--------------------|----------------|------------------|--------------|------------|
| Moved: | <u>Mr. Salazar</u> | Seconded | <u>Ms. Dixon</u> | | |
| Vote: Barabani | <u>Absent</u> | <u>Salazar</u> | <u>Aye</u> | <u>Dixon</u> | <u>Aye</u> |
- Ms. Dixon Any discussion? Call for the vote.

Mr. Salazar Aye.
Ms. Dixon Aye.

4. It is moved that the commission approve the revisions to the classification specification for Maintenance Worker II as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

5. It is moved that the commission approve the revisions to the classification specification for Microcomputer Specialist - PC as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

6. It is moved that the commission approve the revisions to the classification specification for Office Assistant I (Health Aide) and Bilingual Office Assistant I (Health Aide) as submitted.

Moved Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

7. It is moved that the commission approve the revisions to the classification specification for Program Clock and Fire Alarm Technician as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

8. It is moved that the commission approve the revisions to the classification specification for School Accounting Technician I – Middle School as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.

Mr. Salazar Aye.
Ms. Dixon Aye.

9. It is moved that the commission approve the revisions to the classification specification for School Accounting Technician II – High School as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

10. It is moved that the commission approve the revisions to the classification specification for Secretary II and Bilingual Secretary II as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

11. It is moved that the commission approve the revisions to the classification specification for Secretary and Bilingual Secretary as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

12. It is moved that the commission approve the revisions to the classification specification for Transportation Scheduler and Bilingual Transportation Scheduler as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

13. It is moved that the commission approve the revisions to the classification specification for Instructional Aide and Bilingual Instructional Aide as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.

Mr. Salazar Aye.
Ms. Dixon Aye.

14. It is moved that the commission approve the revisions to the classification specification for Instructional Assistant (SDC) and Bilingual Instructional Assistant (SDC) as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

C. The commission will consider approving recruitment bulletins. Proposed motions are:

4. It is moved that the commission approve the recruitment bulletin with an eligibility list of 6 months for Attendance Verifier/Bilingual Attendance Verifier and approve the bulletin for Attendance Verifier/Bilingual Attendance Verifier (Exam 14-001 as submitted).

Moved: Ms. Dixon _____ Seconded Mr. Salazar _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Action item IV. C (I) want to talk about number 7, 11, and 12.
Mr. Salazar I would suggest to let's just go through this individually.
Ms. Dixon The commission will consider approving the recruitment bulletins, proposed motions are: it is moved that the commission approve the recruitment bulletin with an eligibility list of 6 months for Attendance Verifier, Bilingual Attendance Verifier and approve the bulletin for Attendance Verifier/Bilingual Attendance Verifier as submitted.
Mr. Salazar I will second.
Ms. Dixon Any discussion? Call for the vote.
Mr. Salazar Aye.
Ms. Dixon Aye.

2. It is moved that the commission approve the recruitment bulletin for Clerk I/ Bilingual Clerk I (Exam 14-002) as submitted.

Moved: Mr. Salazar _____ Seconded Ms. Dixon _____
Vote: Barabani Absent Salazar Aye Dixon Aye
Ms. Dixon Any discussion?
Mr. Salazar No.
Ms. Dixon Call for the vote.
Mr. Salazar Aye.

Ms. Dixon Aye.

3. It is moved that the commission approve the recruitment bulletin for Library Assistant/Bilingual Library Assistant (Exam 14-005) as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye

Ms. Dixon Any discussion?

Mr. Salazar None here.

Ms. Dixon Call for the vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

4. It is moved that the commission approve the recruitment bulletin for Office Assistant (Health Aide) Bilingual Office Assistant (Health Aide) (Exam 14-008) as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye

Mr. Salazar I will second.

Ms. Dixon Discussion?

Mr. Salazar None.

Ms. Dixon Call for the vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

5. It is moved that the commission approve the recruitment bulletin for Secretary/Bilingual Secretary (Exam 14-012) as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye

Mr. Salazar I will second.

Ms. Dixon Discussion?

Mr. Salazar None.

Ms. Dixon Call for the vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

6. It is moved that the commission approve the recruitment bulletin for Secretary II/Bilingual Secretary II (Exam 14-013) as submitted.

Moved: Mr. Salazar Seconded Ms. Dixon
Vote: Barabani Absent Salazar Aye Dixon Aye

Mr. Salazar I will second.

Ms. Dixon Discussion?

Mr. Salazar That was not affected on this strike through's

Mr. Maher No.

Mr. Salazar Ok, I just wanted to confirm that.

Ms. Dixon Call for the vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

7. It is moved that the commission approve the recruitment bulletin with an eligibility list of 6 months for Personnel Analyst (Exam 14-015) as submitted.

Moved: Ms. Dixon Seconded Mr. Salazar

Vote: Barabani Absent Salazar Nay Dixon Nay

Mr. Salazar I will second.

Ms. Dixon Discussion?

Mr. Salazar I will be brief; I don't know where to begin I would just say I am not in favor of approving such job bulletin at this time. Short and sweet.

Ms. Dixon In my opinion we need a Personnel Commission Director before we have a Personnel Analyst. That is all I have to say. Call for the vote.

Mr. Salazar Nay.

Ms. Dixon Nay.

8. It is moved that the commission approve the recruitment bulletin for Maintenance Worker II (Exam 14-006) as submitted.

Moved: Ms. Dixon Seconded Mr. Salazar

Vote: Barabani Absent Salazar Aye Dixon Aye

Mr. Salazar I will second.

Ms. Dixon Discussion? Vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

9. It is moved that the commission approve the recruitment bulletin with an eligibility list of months for Transportation Scheduler/Bilingual Transportation Scheduler (Exam 14-007) as submitted.

Moved: Ms. Dixon Seconded Mr. Salazar

Vote: Barabani Absent Salazar Aye Dixon Aye

Mr. Salazar I will second

Ms. Dixon I don't have a problem approving this but we have a Director of Transportation who is supervising this folks. It is my opinion we need to bring that forward. Is there an eligibility

list?

- Mr. Maher What happened is the commission approved this a year ago in the summer of 2012 when the former director was here. The examination was approved by the commission and the former director for a year did nothing. He sat on the exams.
- Mr. Salazar Which exam?
- Mr. Maher Transportation Director. He sat on it for a year did nothing finally just about a year later, he did recruitment. A year later when he finally decided to test for it. So therefore you could not have an exam left over because he did not do it properly. You can't sit on recruitment for a year.
- Mr. Salazar We will need to at some point re-post that job bulletin. Ok, thank you.
- Ms. Dixon Ok. Thank you. That is the end of my discussion. Call for the vote. Aye.
- Mr. Salazar Aye.

10. It is moved that the commission approve the recruitment bulletin for the Instructional Assistant (SDC/Bilingual Instructional Assistant (SDC) (Exam 14-016) as submitted.

- | | | | | |
|------------------|----------|-------------|-----|--------------|
| Moved: Ms. Dixon | Seconded | Mr. Salazar | | |
| Vote: Barabani | Absent | Salazar | Aye | Dixon Aye |
- Mr. Salazar I will second.
- Ms. Dixon Discussion?
- Ms. Byrd This is the NCLB as opposed to units.
- Lisa Towery The actual job description has three ways to qualify. The listed job posting only has two.
- Ms. Byrd The class specification it does say about test. On flyer it only says college units.
- Ms. Towery Page 89.
- Mr. Salazar I'm looking at page 89 and 43.
- Ms. Towery Under experience education and training.
- Mr. Salazar I see.
- Ms. Dixon What was on page 40?
- Ms. Towery Assessment test that is what missing.
- Mr. Salazar Qualifications, now we are on page 89. And completion of 48 semester units or 72 quarter units.
- Ms. Dixon NCLB is a federal mandate
- Ms. Byrd The exam is structural oral exam is for people who don't have the college units. This is the test.

Mr. Salazar Maybe a silly question but why on page 89 the same verbiage that we see on 43 is not there?

Mr. Maher Are you asking me?

Mr. Salazar I guess I am asking you.

Mr. Maher No child left behind is a federal requirement or you can have an AA degree or higher. Or you can pass a written test, teaching ability, math ability and written ability. Those things are nothing more than qualifying.

Ms. Dixon Call for the vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

11. It is moved that the commission approve the recruitment bulletin with an eligibility list of 6 months for Cafeteria Worker (Exam 14-017) as submitted.

Moved: Ms. Dixon	Seconded	Mr. Salazar			
Vote: Barabani	Absent	Salazar	Nay	Dixon	Nay

Ms. Dixon Discussion? I'm going to say this I have never applied for a part time or full time job without requirement of High School diploma. I did my research to different districts. They don't allow anybody to apply without a high school diploma or a GED. I will not condone that job or any other job that comes before me. That is all I have to say.

Mr. Salazar So we are on the back up material page 90 of 91. I'm looking further way on the back. So that would be just to clarify you are saying Ms. Dixon if I'm looking at page 90 you are talking about the education experience so I never had a job where I did not have to have high school diploma or GED. What do we need to do?

Mr. Maher You need to pull it you need to revise the job description because it is not in the job description, I will tell you right now, if it is a violation it's not job related for this positions and you have to get all.

Ms. Dixon Violations what would that be?

Mr. Maher The code says you must have an examination that is job related you must have job related for selections. If you look at the duties of job related criteria for selection and so on. If you look at the duties for one and a half food worker trainee they don't have to have a high school diploma to perform any duty. We can measure whatever skills we have through a written test up until recently the district for 10 years did not have a position. They tried to add it in about a year ago. This is 1.5 hours you don't need a high school diploma cafeteria worker is not job related. There is no evidence, I have to revise the class spec, and it delays more hiring.

Ms. Byrd No we did not require high school diploma. Initially food worker trainee supposed to trainee for a certain period of time. A cafeteria worker that does not have a high school diploma cannot promote to SKO, I know the issue of writ has been brought up, I listen to that tape it does not say an employee's cannot require a high school diploma

Ms. Dixon Call for the vote.

Mr. Salazar Nay.

Ms. Dixon nay

12. It is moved that the commission approve the recruitment bulletin with an eligibility list of 6 months for Food Worker Trainee (Exam 14-018) as submitted.

Moved: Ms. Dixon	Seconded	Mr. Salazar			
Vote: Barabani	Absent	Salazar	Nay	Dixon	Nay
Ms. Dixon	Discussion?				
Mr. Salazar	None.				
Ms. Dixon	Call for the vote.				
Mr. Salazar	Nay.				
Ms. Dixon	Nay.				

13. It is moved that the commission approve the recruitment bulletin for School Accounting Technician I (Exam 14-010) as submitted.

Moved: Ms. Dixon	Seconded	Mr. Salazar			
Vote: Barabani	Absent	Salazar	Aye	Dixon	Aye
Dixon	Discussion				
Mike	None				
Dixon	Call for the vote.				
Mike	Aye				
Dixon	Aye.				

14. It is moved that the commission approve the recruitment bulletin for School Accounting Technician II (Exam 14-011) as submitted.

Moved: Ms. Dixon	Seconded	Mr. Salazar			
Vote: Barabani	Absent	Salazar	Aye	Dixon	Aye
Ms. Dixon	Did we clarify this? We are going to add student body.				
Mr. Maher	The duties are not described on job bulletin				
Mr. Salazar	I have no discussion				
Ms. Dixon	Call for the vote. Aye				
Mr. Salazar	Aye.				

15. It is moved that the commission approve the recruitment bulletin for Instructional Aide/ Bilingual Instructional Aide (Exam 14-004) as submitted.

Moved:	<u>Ms. Dixon</u>	Seconded	<u>Mr. Salazar</u>		
Vote:	<u>Barabani</u>	<u>Absent</u>	<u>Salazar</u>	<u>Aye</u>	<u>Dixon</u> <u>Aye</u>
Ms. Dixon	Discussion.				
Mr. Salazar	None.				
Ms. Dixon	Call for the vote.				
Mr. Salazar	Aye.				
Ms. Dixon	Aye. So we motion to add that in NCLB written test.				
Mr. Maher	Would like NCLB written test and give				
Mr. Salazar	Proper procedure is to rescind my vote. We want to amend with NCLB written exam added and Mr. Maher will get to that on timely manner. Monday at the latest. With such revisions my vote is aye.				
Ms. Dixon	Aye.				

16. It is moved that the commission approve the recruitment bulletin for Microcomputer Specialist-PC (Exam 14-007) as submitted.

Moved:	<u>Ms. Dixon</u>	Seconded	<u>Mr. Salazar</u>		
Vote:	<u>Barabani</u>	<u>Absent</u>	<u>Salazar</u>	<u>Aye</u>	<u>Dixon</u> <u>Aye</u>
Ms. Dixon	Discussion?				
Mr. Salazar	None.				
Ms. Dixon	Call for the vote. Aye.				
Mr. Salazar	Aye.				

D. The commission will consider ratifying an eligibility list. A proposed motion is: It is moved that the commission ratify the eligibility list for HVACR mechanic (Exam 13-034) and approve the deletion of the oral examination from the selection process.

Moved:	<u>Ms. Dixon</u>	Seconded	<u>Mr. Salazar</u>		
Vote:	<u>Barabani</u>	<u>Absent</u>	<u>Salazar</u>	<u>Nay</u>	<u>Dixon</u> <u>Aye</u>
Ms. Dixon	Discussion?				
Mr. Salazar	I just have a problem right here because we are deleting the oral examination and we are trying to select the best people that we can in this district and I just feel the oral examination is a part of our selection process. So my issue is with that. To not delete the oral process does what?				
Mr. Maher	We have to find people to come in here and interview four people chances they would pass that; they might change rank order a bit. Detail analysis is the last examination; they only got two people, no written test at all. I'm taking you through process. There is no written exam. So what they did is that it was called evaluation of training and experience. When you				

do evaluation of training what Mr. Flory did what

Mr. Salazar What happens if we go with this

Mr. Maher We have to find two raters, only for four people. Schedule two outside raters, do the interview and add score to written score and come up with the list.

Mr. Salazar Several more weeks

Maheer It could be 2 or four weeks. We have to give one week to ten days.

Mr. Salazar You have an issue with this Mr. Norton. I formulated my decision on this. I know which way to go on this. Unfortunately, I'm not mechanically inclined. I will leave that. I am ready to vote when you are.

Ms. Dixon Call for the vote.

Mr. Salazar Nay.

Ms. Dixon Aye.

V. COMMISSIONER'S /DIRECTOR COMMENTS

Ms. Dixon Do you have any comments?

Mr. Salazar First of all I know we had bumps on road and I just want to state for the record is my purpose here is for the benefit of the children of the school district. I know although not everyone will leave here happy that we did at least make some progress this evening and I feel that we did and I am proud of that and I thank Mr. Maher and staff for doing good work. Also, Lisa and Gladys everyone who is involved. My big concern has already been expressed. Mr. Maher assures me, we have a remedy and the chair will be back on the agenda and I will be real happy after that so that we can continue with our business.

My other area of concern of course as the commissioner is this whole issue of staff and the problems that we are experiencing and really we work so much better if everyone was harmonious and can get along. It saddens me if we can't. So I have in closed session last time for a little bit from Mr. Maher. I would like to hear in closed session from the women that were up here this evening. So what I would like to see on our next agenda is for in closed session I would like to agendize meetings with staff individually, one at a time I don't want to take anymore so that everyone is prepared for that meeting. I don't want to take any more than 15 minutes with each of them. So that will be a long evening as it is. I would also suggest or welcome Lisa to that meeting and so I want to get that properly agendize and I think we can agendize that very similar to have the closed session tonight. If there is something that we need to do Pat or special

language please help us with that. I want to hear them. So that is the extend of my comments for this evening again good work everyone and thanks to everyone who does come out to hear your input is very important.

Mr. Maher

I don't have any comments.

Ms. Dixon

I am going to repeat what I said in my first meeting. Everyone does their due diligence when it comes to this job specifications and recruitment bulletins and I understand typos I get that. I know everyone has other responsibilities other job duties. If we can get the bigger things taking care of we would not be here all night going back and forth. Typos are easier to fix than specific things and this recruitments and bulletins and so on and so forth. I would say to the managers in this district, we need to get in the district and be part of it. So your voices are heard when this recruitments come up. Classified employees if you have an issue you need to speak to your president and labor rep so you can express your concern, I'm not saying you can't come to the podium and express your feelings. But you pay your dues you should be able to speak to your reps about your concerns.

As far as the staff issue, from what I heard tonight it's different as what the request was. I don't air dirty laundry out on public and say of personnel issues has to be done in closed session. I am willing to listen to each individual everyone has a right to due process. I concur with you Mr. Salazar about agendizing that item. If there is nothing further. Adjourn this meeting at 7:34 p.m. for closed session. Have a good evening.

VI. CLOSED SESSION

The commission adjourned into closed session at 7:35. p.m. for:

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

The commission reconvened into open session at 8:28 p.m. and announced the following action taken in closed session: There were no actions taken on closed session.

VII. ADJOURNMENT

The commission adjourned the meeting at 8:29 p.m.