

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

MINUTES

May 7, 2014

I. CALL TO ORDER

A. The meeting was called to order at 5:33 p.m. by Commissioner Dixon.

B. Roll-Call

1. Commissioner Gino Barabani, Chair
2. Commissioner Valeria Dixon, Vice-Chair.
3. Commissioner Michael Salazar, Member
4. Karen Hoch, Interim Personnel Commission Director

C. Pledge of Allegiance

II. APPROVAL OF AGENDA

Moved	<u>Mr. Barabani</u>	Seconded	<u>Ms. Dixon</u>
Vote: Barabani	<u>Aye</u>	Salazar	<u>Aye</u>
		Dixon	<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.
 - Public comment during the commission's discussion of an agenda item will not be permitted.
 - Each speaker may speak only once.
 - Each speaker is limited to a maximum of 5 minutes.
 - A Request to Speak form must be completed before the meeting is called to order and submitted to the Chair in order to speak.

Gladys Byrd, Interim Director for Human Resources Classified	My name is Gladys Byrd; I would like the commission to reconsider how the rules and regulations are written for the rule 6 in the eligibility list. When we receive the eligibility list names and we want to schedule interviews for more than one site to process. Sometimes the site manager may select a person but it's unreachable but the process it takes long. We have to contact the Personnel Commission staff, find out if that person is reachable and if they are not reachable and we come to the point that we hit the 7 ranks. We have a high need to hire subs. Without the list the complete list we can't hire subs so we need to move forward with that. Giving us the available ranks to fill vacancies so we need the whole list thank you.
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IV. ACTION ITEMS

- A. The commission will consider ratifying eligibility list. Proposed motions are
1. It is moved that the commission ratify the eligibility list for Attendance Technician/Bilingual Attendance Technician (Exam #14-015).
 2. Catering and Cafeteria Operator (Exam #14-019)
 3. Clerk II/Bilingual Clerk II (Exam #14-020)
 4. Curriculum Materials Clerk/Bilingual Curriculum Materials Clerk (Exam #14-022)
 5. Delivery Driver/Warehouse Worker (Exam #14-023)

Moved	<u>Mr. Barabani</u>	Seconded	<u>Ms. Dixon</u>
Vote: Barabani	Aye	Salazar	Aye
Ms. Dixon	<u>Any discussion?</u>		

- B. The commission will consider approving classification specifications: Proposed motions are:

1. It is moved that the commission approve the revisions to the classification specification for Application Analyst I
2. Custodian I
3. Payroll Technician
4. Purchasing Clerk
5. Reprographic Equipment Operator
6. School Outreach Worker/Bilingual School Outreach Worker
7. School Police Sergeant
8. Senior Purchasing Clerk as submitted. I will read them as a group.

Moved:	<u>Mr. Barabani</u>	Seconded	<u>Mr. Salazar</u>
Vote: Barabani	Absent	Dixon	Aye
Mr. Barabani	<u>Any discussion on the motion? Would you like to take it as a group?</u>		
Mr. Salazar	May I make a suggestion? I looked through this and I don't see any reason not to take them as a group. It's up to you Mr. Chair.		
Ms. Dixon	I don't have any issues.		
Mr. Barabani	It is moved that the commission approve the revisions to the classification specification for items 1, 2, 3, 4, 5, 6, 7 and 8.		
Mr. Salazar	I second.		

Mr. Barabani Open for discussion. Call for the vote.
 Mr. Salazar Aye.
 Mr. Barabani Aye.
 Ms. Dixon Aye.

C.

1. I will call them in a group. It is moved that the commission approve the job bulletin for Application Analyst I (Exam #14-035)
2. Custodian I (Exam#14-042)
3. Payroll Technician (Exam#14-036)
4. Purchasing Clerk (Exam#14-037)
5. Reprographic Equipment Operator (Exam314-038)
6. School Outreach Worker/Bilingual School Outreach Worker (Exam#14-039)
7. School Police Sergeant (Exam #14-040)
8. Senior Purchasing Clerk (Exam#14-041)

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

Mr. Barabani Discussion.

Mr. Salazar Again I would suggest to the chair and vice chair to take this as a group. I have no particular reason to take them individually for the interest of time.

Mr. Barabani It is moved that the commission approve the job bulletins items 1, 2, 3, 4, 5, 6, 7, and 8.

Mr. Salazar I will second.

Mr. Barabani Call for discussion on any of those items. Call for the vote.

Mr. Salazar Aye.

Mr. Barabani Aye.

Ms. Dixon Aye.

D. The commission will consider extending the recruitment for Personnel Commission Director (Exam #14-029) until June 1, 2013.

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

Mr. Barabani Open for discussion. I have a couple of questions, what are we trying to do different than the last time?

Ms. Hoch We did advertise in Edjoin, Neogov, Casbo and Jobs Available. Jobs Available and Casbo just came out yesterday. We are going to be sending out emails to all merit districts in the state 98 of them, current PC directors and HR directors if possibly that will help us.

Mr. Barabani There are three agencies that are professional agencies for the commission CSPCA and other two I can't remember.

Ms. Hoch If you can email them to me, I would appreciate it.

Ms. Dixon Can we go outside the state?

Ms. Hoch Jobs Available Incorporated goes outside the state, its national.

Mr. Barabani Ok, any more discussion. Cal for the vote.

Mr. Salazar Aye.

Mr. Barabani Aye.

Ms. Dixon Aye.

E. The commission will discuss and vote on the removal of job bulletins from future Personnel Commission agendas with regards to the ratification of eligibility lists and the approving of recruitments.

Moved: Mr. Barabani	Seconded	Mr. Salazar
Vote: Barabani	Abstain	Dixon
		Aye
		Salazar
		Aye

Ms. Dixon Explain it a little better

Ms. Hoch Certainly, at the present time, we have to wait for the commission to meet with the commission to approve the job bulletins that will be posted for public to see. Our next commission meeting will be June 4th. If the positions, such as dispatcher I would have to wait until June 5th to open that position, we would lose a month, so if we could bypass the commission as far as pre approval to have the job bulletins and the opening of recruitment and then the commission would ratify it at next meeting. I don't see harm in that if we open the recruitment, If the commission has a problem we just pull it. I don't see any problem. It will allow us to open recruitment ahead of time.

Mr. Barabani Why is that better? Why can we have an emergency meeting?

Ms. Hoch If you like to hold an emergency meeting that we can do that. The public notice for all that jobs. You don't need the public's opinion, it can be on that bulletin

Mr. Barabani Two issues is the commission does not get to see it before hand and the other is the public notice on the jobs, we don't get the public's opinion or public input, that is just my opinion.

Ms. Dixon The only thing I have to say is I don't see why we can't if there is

no changes in the job class specifications why can't we do it? If the job classifications are correct why can they be posted?

Mr. Barabani That is not what they are asking for.

Ms. Dixon As long as the classification is correct and they are not something that needs to be changed, the union and the district or whoever sits on that.

Ms. Hoch We would not open that until the commission has approved the job spec. So it would be the existing job specs that you already approved.

Mr. Salazar Right, the bulletin comes of the specs.

Ms. Hoch Correct.

Mr. Barabani But that is not what was asking for here. And what you are asking the commission will discuss the removal of job bulletins from the future Personnel Commission agendas with regards to the ratification of eligibility lists and the approving of recruitments.

Ms. Hoch Right, what I am asking for is not pre-approve job bulletins but that you would ratify the recruitments. It's the wording that is confusing.

Mr. Salazar We need to rewrite that.

Ms. Dixon To me if you are saying the bulletins are not changing, there is no classification specification; I don't see why you can't open the job.

Ms. Hoch That is what I'm asking for. I'm sorry for the confusion.

Ms. Dixon We need to vote on this and then restate the motion.

Mr. Barabani Call for the vote.

Ms. Dixon Nay.

Mr. Salazar I will abstain.

Mr. Barabani Abstain. Motion did not pass.

Ms. Dixon Now we are going to re make a motion. I make a motion as long as the class spec is current that you can post the job posting without coming to the commission. So that we can move the process along.

Mr. Salazar Currently approved job bulletins.

Mr. Barabani Read back the motion to us.

Ms. Hoch The Commission will discuss and vote on the removal of the approval for job bulletins for future personnel commission agendas. And for positions that are currently approved the job description. Is that fair enough?

Mr. Barabani That is the motion, we need a second.

Mr. Salazar I will second.

Mr. Barabani Call for discussion. Call for the vote.

Mr. Salazar Aye.

Ms. Dixon Aye.

Mr. Barabani Aye.

F. The commission will discuss the day to day supervision of PC staff as it relates to the Chair.

Ms. Dixon The reason why this came up is because there is, you even said it yourself you have some issues with the in-house personnel and then I thought it would be better if I would work with them. If you have concerns is I'm not saying you can't come here I'm just saying to keep from those aminomassities or whatever of keeping a way of taking care of business.

Mr. Barabani I have no issues with the staff, except when they do not do their work. When they change my letters and my emails, and my name.

Ms. Dixon So you do have some issues with them?

Mr. Barabani But these are valid issues.

Ms. Dixon I am not saying they are not valid.

Mr. Salazar I look at that, and I just think as the chair with agendas and all the other things that are going on and all the duties that you have as a chair that it may help you to streamline and do those other duties. The plate is pretty full for the chair on this commission and in my mind it will help the whole process so that is for whatever is worth.

Mr. Barabani I am confused now.

Ms. Dixon Why are you confused?

Mr. Barabani We discussed it; I am not sure where we are going.

Mr. Salazar You don't need to do anything. We just move on.

G. The commission will discuss granting authority to the commission Vice-Chair to supervise staff pursuant to Education Code 45264. A proposed motion is:

1. It is moved that the commission appoint the Commission Vice-Chair as the day-to-day supervisor of the Personnel Commission Director and staff.

Moved: Mr. Barabani	Seconded	Mr. Salazar	
Vote: Barabani	Abstain	Dixon	Aye
		Salazar	Aye

Mr. Barabani Any discussion?

Ms. Dixon I think we just discussed it.

Mr. Barabani Call for the vote.

Mr. Salazar Aye.
Ms. Dixon Aye.
Mr. Barabani Abstain.

H. The commission will discuss the first reading of Personnel Commission rules revisions for Chapter 6.

Mr. Barabani Who proposed these changes?

Ms. Hoch I did. I met with CSEA and the district.

Mr. Barabani Who wrote them?

Ms. Hoch I did, once again we discussed proposals and how they were affecting business.

Mr. Salazar I have a question. We had one public comment so if I may. That public comment related to chapter 6 how is it relates to chapter 6 that which you were concerned with has that been addressed in this revision?

Ms. Byrd Yes.

Ms. Dixon Can I ask for clarification on your comment? When you say they are unreachable, can you clarify?

Ms. Byrd Say we were filling two vacancies, ranks 1, 2 and 3 and rank 4 has 5 people so the supervisor's wants everyone from rank 4 we don't know what rank they are on and, if we knew we can sit with that supervisor at the time of the interview and say unfortunately we can't pick from rank 4. If we had the ranks.

Ms. Dixon What you are telling me in the past you were not getting the ranks, what it sounds like you don't know if the merit system was really being followed.

Ms. Gladys After they were selected we would have to at that time email Mr. Maher, and he would recheck the list. Sometimes the probability most of the time they would come through but other times there were not. Recently with the secretary II interviews we had a lot of people come through because we received ranks that were not reachable. The reason why we invited seven supervisors only five showed up. If all seven of them would have showed up from that interview then there is a possibility to reach other ranks. When we have two additional ranks to be interviewed with no shows then we would have not known that.

Mr. Barabani If you can only choose from top 3 ranks. How does 4th rank help?

Ms. Byrd You have two vacancies with two vacancies you get 4 ranks.

Mr. Barabani Where does it say that?

Ms. Byrd In the rules.

Mr. Barabani You get 1, 2, and 3 you have to pick only if there is one person rank 1. You are provided with three ranks and you know you have three ranks.

Ms. Byrd How would we know?

Mr. Barabani They are provided with three ranks.

Ms. Byrd We have two vacancies; we are authorized to have four ranks.

Mr. Barabani How do we prevent, in the past we had a lot of complains on this was that they would wait and not hire the person top three ranks so they can hire 4th or 5th causing issues of favoritism and other issues.

Ms. Byrd What we talked about in the past that was in the past. But we are looking for is to move forward.

Mr. Barabani But you are being provided with three ranks from the staff here.

Ms. Byrd If we have two vacancies that we want to schedule, we are provided four ranks.

Mr. Barabani You have three ranks, one person in rank one, one person in rank two and one person in rank three, that is three people. You have two positions. I'm using the worst case scenario.

Ms. Dixon You have four people rank number one. You can have two people rank number two and that kind of stuff, but you are saying is that you don't know that.

Ms. Byrd Right, I don't know that. There are four in rank one, two in rank two and two in rank three and then I would have not sent four ranks to the interview. Because we are separate now, and once again I have been advocating being together, but we don't know how many interviews I want to schedule today. So if they put three ranks on neogov for us to choose from, and I need to interview for two more positions then I have to talk to them and say I need more ranks on here. So when they give me more ranks and this are alphabetical order by names and I scheduling interviews and Chief Paulino here decides oh I can't go on that interview I have no idea who to cancel.

Ms. Dixon I hear you say you get them by alphabetical order not necessarily rank order

Ms. Byrd Correct.

Ms. Dixon That does not make sense.

Ms. Byrd I don't know how they are given to me, I don't know. If I only ask for three ranks, they give me alphabetical order by three ranks. But when they put the fourth rank on it will be alphabetical order by four ranks. If I am only interviewing by one position, I don't know who not to schedule for interview.

Mr. Barabani If you are only interviewing for one position, you can schedule everyone in ranks 1, 2, 3 and 4th does not come into the picture at all. If you have two vacancies and there is only one person in

rank one. One person in rank two, and one person in rank three. As soon as the person in rank one is hired then immediately the fourth rank becomes rank three.

- Ms. Byrd That does not work.
- Mr. Barabani Why not?
- Ms. Byrd Because I am interviewing at the same time Mr. Barabani.
- Mr. Barabani So in the rare occasion when it is 1-1-1 you might need to know rank four and that is when you will get cooperation from the staff here to release that confidential information. If there is 10-10-10 in those ranks and you have two positions, you really have no reason to go over the 4th rank. So we need to release when we have that rare occasion when its 1-1 and 1.
- Ms. Byrd Once again, If that information is not available and we hire and say I only hire one and I select from rank 4, I bring sheet to PC and Ms. Hoch says no you can't have that position because you chose rank 4 we don't make job offer until its approved, pass certification, so in rare occasions make a mistake and offer position that is when the commission steps in and corrects it.
- Mr. Baranani Well, I don't want to be in that position to correct mistakes. If we only have one person in rank 2 and that person don't get hired then they will request somebody from the fourth rank to be hired, we can't do that.
- Ms. Byrd If my team, we have two positions and my team went out to hiring authority, they don't get another option.
- Mr. Barabani So why change it, all you need to do is tell Commissioner director we are going to hire five positions is there more than five people in the three ranks, there is no need for four ranks. It will be impossible to come up with a combination. I see if there is one rank.
- Ms. Dixon I'm looking at this list, there are multiple openings.
- Ms. Byrd Right, and if I can schedule all those sites at one time, it's beneficial to us. We can set schedule at one time, it's beneficial to us. Is where you have 10 vacancies I can get 13 ranks a lot of people of rank 1, 2 and 5 I don't get ranks 13, we don't call all 13 people, and the ranks are not in alphabetical order when they are given to us. We don't know which ones we can't call.
- Mr. Barabani But if you send out 13 ranks and you have attendance verifier and those 13 ranks have 40 people and somebody chooses somebody and offers a position that puts us to have to correct that. How do we handle that?
- Ms. Byrd You just argued my case, so if I knew what ranks they were...
- Mr. Barabani I'm not arguing your case the point is if you did not make that mistake we would not have to give you that rank.
- Lisa Towery I have questions, when you are given the ranks; you are not given them in alphabetical order? Or what rank they are? That

is silly. If you were given rank 1 a-c. You don't know what ranks they are in at all.

Mr. Barabani Those people when they are given to you they are considered equal. They can hire anybody from those ranks 1, 2, and 3. We provide them with every name on the top three ranks.

Ms. Dixon You have two positions and you have 15 people in rank 1. You would not call from another rank is that right? Would you just interview from rank 1.

Ms. Byrd They would have options 1, 2, and 3.

Mr. Barabani If there is a large group 1, 2, and 3 the whole group now becomes a large group and they have an equal chance and equal opportunity to get those ranks.

Ms. Byrd I don't know that.

Mr. Barabani You know that because you are given three ranks. It's not necessary to know 1, 2, and 3. That is the law

Ms. Dixon I disagree.

Ms. Byrd Miss Dixon in that same situation I have two vacancies I don't need to schedule rank 4 because I can see that they need to still pick from rank one. If there was only 1, 2, or 3. It depends,

Mr. Barabani The worse scenario if you have rank one, only one person, rank two only three people. Immediately you would need to know the 4th rank. That would be the only time to release the confidential information at that point for 4th rank.

Ms. Byrd They don't know what rank to use. I may only interview one out of that list, I may reschedule one.

Mr. Barabani If you schedule 10 and if you have more than 10 you don't need the 4th one. Why? You have schedule for top 3 ranks. As soon as that person is hired then you get the next rank. That is the law. There is a problem when you are depleting ranks. It seems a simple phone call will take of the situation.

Ms. Byrd It's not just a simple phone call they can be out the office. But I'm just trying to make our process and their process more efficiently and effectively. We have to call them, they have to locate the information, and they have to put the names of valid information. .

Mr. Salazar I have a question, getting back to the discussion of the revisions for Chapter 6. The parties that were involved for Chapter 6.

Ms. Hoch The district Ms. Byrd, and CSEA Lisa and Carl and myself.

Mr. Salazar You came to a consensus, which also addresses this issue that we are talking about.

Mr. Barabani We can't make a rule that violates the law.

Mr. Salazar My questions on the first reading are done. I am done; I know

what I need to what I need to know.

Mr. Barabani We can't do the first reading because we have not notified the district.

Mr. Salazar I am done with H.

Ms. Hoch No job offer will be made until the commission looks at the hiring paper work before the job offers and assures that the top three ranks that no one will be hired outside of rank order.

Mr. Barabani This is not a matter of trust because all she has to do is call the office here and you will release the fourth rank once somebody comes off the first correct? I don't see the issue here. She is saying you are not available by phone is it that quick they have to act upon it that quick.

Ms. Hoch If they are scheduling interviews sometimes people are not available, she does not know how many ranks she is working with. Like you said there is one person in the rank she would not know if that rank is not available and she would have to call us and we would have to look it up and it takes time.

Ms. Dixon You just said it is not a matter of trust; it is a matter of trust. I don't know why it's top secret from people who are supposed to keep top confidentiality. I am just going to say this I agree that the people who were here in the past are not here anymore. Let's move on. If this streamline the process and if something comes up in the future where we have problems with nepotism and favoritism then then we will correct that.

Mr. Barabani We are not allowed to release more than three ranks.

Ms. Byrd The Ed code says you can give us a list. We are not asking for scores.

Mr. Barabani In the past positions have been offered and we have to clean that up in closed session. Which is not our problem, I don't want to clean up problems caused by personnel department over there. You are telling me trust me.

Ms. Byrd Yes I am. I would trust you.

Ms. Dixon Are we done with this discussion?

Mr. Barabani You will have to notify district with a letter and have everyone sign of on that for the Writ. It should be fine; it's not going to hurt anyone.

Mr. Salazar There is nothing to move and second on this.

I. The commission will consider approving the 2014-2015 Personnel Commission Budget as submitted.

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

J. To discuss the payment for pcas payment testing material

Moved:	Seconded	
Vote: Barabani	Dixon	Aye.
Mr. Barabani	Everyone here received the letter from George Cole, he contacted me last week. Part of the Writ here when we first agree to this that we would try to do the exams. Part of that we would bring in outside consultants, and that we would pay for that we all voted and approved that and personnel commission would produce 30 lists and spent money from its budget to develop procedures for the first 30 lists. We made an agreement with CSPCA I think we should honor it.	
Mr. Salazar	You made an agreement.	
Mr. Barabani	No, I did not made an agreement, you made an agreement, you voted for the Writ	
Mr. Salazar	I made no agreement. This would be a very easy vote, we already voted on this.	
Mr. Barabani	Ok, so what you are saying is that when we voted the Writ and this is on the writ then we are not obligated to pay for this.	
Mr. Salazar	I am saying we already voted on this issue.	
Mr. Barabani	You voted not to pay.	
Mr. Salazar	If you would have been here last meeting you would have seen how I voted on that.	
Mr. Barabani	You have missed meetings and I have brought it up, but if you want to say meeting by meeting.	
Mr. Salazar	If you want to call names, go ahead, I am not going to engage on this discussion, I already voted on the issue. This issue is closed for me.	
Mr. Barabani	You also voted on the Writ and the Writ says that we would use an outside source consultants and that we would pay out of our budget, and none of this was any secret. Our former director Mr. Maher told us what we would be doing, how much it would cost and in no time did anyone object to it, from the beginning and even when he was here with all three of us he brought this up. So now we are saying we are not going to pay this people after we knew that they were working on this, doing this work based on what it says on this Writ.	
Mr. Salazar	You are engaging on one man argument.	
Mr. Barabani	Ok, you don't want to pay; I like to pay my obligations.	
Ms. Dixon	I just want to make a comment, the management positions have nothing to do with the Writ. These are regular classified non-management positions am I correct? So we should not have to pay for management testing, orals because it has nothing to do	

with non-classified positions.

Mr. Barabani No some management positions are classified positions.

Ms. Dixon Its classified management I understand but according to the Writ this is just regular positions, is my understanding.

Mr. Barabani Some of those classified positions were requested.

Ms. Dixon It says it does not cover POA and management supervisory positions.

Mr. Barabani There is a difference; there is classified management that is covered under the merit system.

Ms. Dixon Ok, I am just reading what it says here. It's just like the bible we can interpret anywhere we want, but that is what it says and that is what I used for my judgment last time.

Mr. Barabani So I will tell George Cole we are not paying for that.

Ms. Dixon We are not hiring for those positions are we?

Mr. Barabani I just want to know what to tell George Cole so he can proceed.

Ms. Hoch The Administrative Assistant has been done it will close tonight.

Mr. Salazar We don't necessarily need to tell George Cole anything. That is up to you. We already voted on this so it's really the commissioners have voted to go this direction.

Mr. Barabani So we are not going to pay.

Mr. Salazar It's on record.

V. COMMISSIONER'S AND DIRECTOR'S COMMENTS:

Mr. Barabani Commissioner's and Director's comments.

Mrs. Hoch I believe you have a copy of the report; staff has been working very hard since the last meeting 3 weeks ago. We have processed 3,922 applications. You have five eligibility lists to ratify tonight. Of those eligibility lists 180 people were tested for clerk II and Bilingual II. Bilingual Attendance Technician 254 people were tested. 47 were tested for catering and cafeteria worker. 75 people were tested for Curriculum Materials Clerk, and Bilingual Curriculum Materials Clerk and the Delivery Driver 201 people were tested and we are testing on Saturday's and every day.

Yesterday we conducted 140 bilingual certifications. So we are moving along. Right now for the Community Resource Worker and Bilingual Community Resource Worker we are testing is on progress. We have the test and processed 206 applications. Senior Clerk and Bilingual we processed 204 applications. The Carpenter written test is already been given, we processed 112 applications. Sheet Metal worker the test has also been given, we processes 42 applications the Program Clock and Fire Alarm Technician we processed 7 applications, and the Buyer we have

that ready to test 101. We have closed the Cafeteria Worker, and we have 357 applicants for that to screen and the test. Food worker trainee the testing is in process 202 applications Administrative Assist 237 applications that closes tonight at 11:59. Personnel Commission Director 15 applications; we will do more extensive recruitment for that position. Right now we have Personnel Commission Director position open, School Police Officer, Community Relations Worker II Parent Involvement, Custodial Crew Leader, Account Clerk I, and Account Technician, they closed so we are working on screening those and scheduling tests for those. If you would notice on the eligibility list that you ratified tonight it says that.

If you notice on the eligibility list that you ratified tonight the length of the time was open on the days to certify it was 18 days it was from time it. So we had this eligibility list as of last Thursday, turnaround time was less than two weeks and I think staff has been doing an outstanding job. Certification time was less than 2 weeks. I'm not including myself on that I'm talking about the specialist and Nerci. Any questions?

- Ms. Dixon I just want to make a comment when you guys meet to talk about the class spec, or who is next on the list or whatever you will bring. Do you anticipate there is going to be openings from people being promoted; I mean is that going on here?
- Ms. Byrd It depends on what classifications, yes, secretary list promotion.
- Ms. Dixon Because usually clerks go up to secretaries am I correct?
- Ms. Byrd Right.
- Ms. Dixon I guess the reason why I said that is because this paper looks so thick, we are making progress but it just does not seem like it. I hope the union sees we are making progress. And the district sees we are making progress.
- Ms. Byrd I have checked with Lisa and showed her the report. What I would do is pull the writ report and send a report
- Lisa Towery We are in midst of a reduction. We can't really move on that until we finish that. Hopefully it will be done soon. Explained that we are in the middle
- Dr. Vollkommer We absolutely understand, recognize, there a lot of internal promotions that are happening. We recognize that positions are being filled that are creating vacancies. We know it will be a settling effect at one point, having had so many people working out of class; it's all going to get filled and vacant numbers will come down.
- Ms. Dixon We are moving, ok I just somebody to recognize that. Second thing Gladys you said something about subs. I should have asked you about that earlier.
- Ms. Byrd Gladys explained that they are not able to hire subs because she only receives three ranks and not enough people to call for subs.

Ms. Dixon You just don't have a correct way of doing this is getting this out of list.

Dr. Vollkommer Does the commission office provide the list for subs? We have been told no forever we can't have them.

Lisa Towery That is where our members see a difference.

Ms. Dixon How do you choose the subs?

Ms. Byrd If I try to contact one person and no answer then I go to the next one. I will go further on the rank list to see who wants to be a sub

Ms. Dixon Ok, than you very much.

Mr. Salazar I just want to again thank the staff for the incredible work that you have done and continue to do. I like to also thank Karen for your leadership and making sure that everybody is included in this process and building some cohesion in what we are trying to do here and looking at chapter 6 and we are starting to get back on infrastructure which it really works. So I just wanted to go on record and say thank you all for all hard work that you have been doing and continue to do. Also I think in terms of what we accomplish on the short period of time on this evening with all action items and agenda items I just want to thank my fellow commissioners. I appreciate the passion involved in that. It's important that you get everything out to the public where we are coming from and for me it's never personal it's about moving forward with what we are trying to do here which is again fill jobs for benefits of children's benefits. That would conclude my comments.

Mr. Barabani I should of taking out closed session it was a mistake. I make a motion that we take out closed session item

Mr. Salazar I second that.

Mr. Barabani Everybody vote for that.

Mr. Salazar Aye.

Ms. Dixon Aye

Mr. Barabani Aye.

VI. ADJOURNMENT

The commission adjourned the meeting at 6:36p.m.