

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

MINUTES

May 3, 2017

I. CALL TO ORDER

- A. The meeting was called to order at 5:30 p.m. by Commissioner Dixon.
- B. Pledge of Allegiance
- C. Roll-Call
 - 1. Commissioner Valeria Dixon, Chairperson
 - 2. Commissioner Michael Salazar, Vice – Chairperson
 - 3. Commissioner George Bohn, Member

II. APPROVAL OF AGENDA

Ms. Dixon moved to approve the agenda as submitted. Mr. Bohn seconded.

Motion carried.

III. PUBLIC COMMENTS

Ryan Pederson school district employee stated that he was wrongfully dismissed from the school district. Mr. Peterson has been working for Dominguez Elementary School since April 27, 2017 as a Custodian I. He is requesting to be transferred to another school or to allow him to work as a substitute.

Ms. Dixon stated the staff will let him know the status.

IV. ACTION ITEMS

A. REVISED BUDGET PROPOSAL 2017-2018

It was moved by Ms. Dixon and seconded by Mr. Bohn to set the public hearing for the Proposed Budget for 2017-2018, the final meeting is on May 17, 2017.

Motion carried.

B. RATIFYING ELIGIBILITY LIST(S).

Motion was made by Ms. Dixon and seconded by Mr. Bohn to approve the following eligibility list(s).

- | | |
|--|---------------|
| 1. Accountant | Exam # 17-013 |
| 2. Bilingual Community Relations Worker II-PI | Exam # 17-010 |
| 3. Instructional Assistant (Special Day Class) | Exam # 17-016 |
| 4. Instructional Tutor – LH/PH | Exam # 17-017 |

Motion carried.

C. RECRUITMENTS.

Motion was made by Ms. Dixon, and seconded by Mr. Salazar to open the following recruitments:

- | | | |
|---|--------------------|-----------------------|
| 1. Energy and Sustainability
Manager | Dual Certification | 04/26/2017-05/23/2017 |
| 2. Grant Manager | Dual Certification | 04/26/2017-05/23/2017 |

Ms. Dixon requested explanation on the meaning of dual certification. Ms. Byrd explained the meaning.

Motion carried.

D. CODESP MEMBERSHIP:

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve CODESP membership for fiscal year 2017-2018. The cost is \$2050.00.

Motion carried.

E. CSPCA MEMBERSHIP:

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the membership for CSPCA for fiscal year 2017-2018. The cost is 1200.00

Motion carried

F. COPY MACHINE MEMBERSHIP

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the membership for Lanier Copy Machine MP C6850 for Maintenance Agreement from July 1, 2017 through June 30, 2018 not to exceed \$3,500.00.

Motion carried.

G. NEOGOV SOFTWARE LICENSE:

It was moved by Ms. Dixon and seconded by Mr. Bohn to approve the NEOGOV software license. The cost is \$19,088.00 for fiscal year 2017-2018.

Discussion: Ms. Dixon asked if the discount of 12% is already included on the cost for 2017-2018. Nersi Garcia explained that originally the cost was \$21,000 because of the amount of classified employees for the district. The company gave us 12% discount so the cost is \$19,088.00. This is the cost lowest they can do.

Ms. Byrd explained the cost of neogov has gone up for all the districts.

Ms. Dixon and Mr. Salazar requested for a report of other identities that does the same service as Neogov and its cost effective. Ms. Dixon asked if there is another company that we can use that is cost efficient. They would like to see the report by January or

February.

Motion carried.

H. NEOGOV ADVERTISEMENT

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve Advertising subscription for NEOGOV 2017-2018 for governmentjobs.com for the amount of \$4950.00.

Motion carried.

I. BIDDLE ONLINE TESTGENIUS

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the BIDDLE Online TestGenius Annual Subscription for 2017-2018 for the amount of \$14,438.00.

Ms. Byrd explained that this license software is needed for the laptops that were purchased. Mr. Salazar asked for clarification of where it shows on the budget outlined. Ms. Byrd stated on the section of 5800 object expenditures.

Motion carried.

I. MINUTES APRIL 20, 2017:

A motion was made by Ms. Dixon and seconded by Mr. Bohn to approve the minutes for April 20, 2017.

Motion carried.

V. COMMISSIONER'S AND DIRECTOR'S COMMENTS:

Ms. Byrd stated that Dr. Wiseman confirmed that he will set \$30,000 for us to buy additional laptops, this will come out of his next year budget.

Ms. Dixon thanked everyone for coming. The meeting adjourned at 6:02 p.m. for closed session.

VI. CLOSED SESSION

The commission reconvened into open session at 6:04 p.m. and announced the following action taken into closed session: Appeal has been denied for ID # 17-19194414 and ID # 17-20458985.

VII. ADJOURNMENT

The commission adjourned the meeting at 6:05 p.m.