

PERSONNEL COMMISSION MEETING
SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION OFFICE, PORTABLE #B

MINUTES

May 17, 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. Salazar seconded.

Motion carried.

III. PUBLIC COMMENTS

None.

IV. ACTION ITEMS

A. BUDGET PROPOSAL 2017-2018

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the budget for 2017-2018 as submitted.

Motion carried.

B. RATIFYING ELIGIBILITY LIST(S).

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

- | | |
|-------------------------------|---------------|
| 1. Cafeteria Worker | Exam # 17-025 |
| 2. Campus Security Officer I | Exam # 17-015 |
| 3. Certified Athletic Trainer | Exam # 16-106 |
| 4. Food Worker Trainee | Exam # 17-028 |
| 5. Lead Carpenter | Exam # 17-023 |
| 6. School Police Officer | Exam # 17-019 |
| 7. Senior Personnel Analyst | Exam # 17-003 |

Motion carried.

C. RECRUITMENTS.

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

1. Computer Specialist V Open/Promotional 05/17/2017- 06/13/2017
2. Nutrition Services Supervisor Open/Promotional 05/10/2017 - 06/06/2017

Motion carried.

Ms. Byrd mentioned the job specification for Computer Specialist V has changes in duties pending 610 ratification by CSEA. She asked for the recruitment to be pulled. Motion was made by Ms. Dixon and seconded by Mr. Salazar to pull the recruitment.

Commissioners approved recruitment for Nutrition Services Supervisor.

Motion carried.

D. New Classification:

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the new classification specification as submitted for: Assistant Director Personnel Commission.

Motion carried.

E. MINUTES May 3, 2017:

A motion was made by Ms. Dixon and seconded by Mr. Bohn to approve the minutes for May 3, 2017.

Motion carried.

V. COMMISSIONER’S AND DIRECTOR’S COMMENTS:

None.

VI. CLOSED SESSION

The commission reconvened into open session at 5:36 p.m. and announced the following action taken into closed session: ID # 17-85234580 appeal denied.

VII. ADJOURNMENT

The commission adjourned the meeting at 5:41 p.m.