

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
REGULAR PERSONNEL COMMISSION MEETING**

777 North F Street, San Bernardino, CA 92410  
Personnel Commission Office – Portable B

**MINUTES**

**February 13, 2020 – 5:30 p.m.**

**A. PRELIMINARY FUNCTIONS:**

1. Call to Order

The regular meeting of the Personnel Commission was called to order at 5:30 p.m. in the Personnel Commission office, Portable B.

2. Pledge of Allegiance

3. Roll Call

Members Present: Ms. Valeria Dixon, Chairperson  
Mr. Michael Salazar, Vice Chairperson  
Mr. George Bohn, Member

Staff Present: Ms. Gladys Byrd, Personnel Director  
Ms. Irma Garcia, Senior Personnel Analyst  
Ms. Nersidalia Garcia, Secretary III

4. Approval of Agenda

Ms. Dixon moved to approve the agenda as submitted or amended. Mr. Salazar second the motion. Motion carried.

5. Approval of Minutes

Ms. Dixon moved to approve the minutes from the January 14, 2019 Personnel Commission meeting, as submitted or amended. Mr. Salazar second the motion. Motion carried.

**B. PUBLIC COMMENTS:**

Zachary Falcone, Application Analyst II applicant, spoke to the Commission regarding his application disqualification appeal. He asked the Commission to consider his student intern experience with the San Bernardino City Unified School District. He stated that he has been employed since 2016 and work between 10-20 hours per week.

Erika Deviana, Cafeteria Worker applicant, spoke to the Commission regarding her application disqualification appeal. She asked the Commission for an opportunity to be employed as a Cafeteria Worker.

Cecil Wright, Assistant Information Technology Director, addressed the Commission on behalf of Zachary Falcone. He stated that Mr. Falcone has three years of paid experience as a student intern. He asked the Commission to count his student intern experience towards the qualifications for Applications Analyst II. Commissioner Salazar inquired about compensation for the internship. Mr. Wright indicated the internship is paid.

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**C. CONSENT ACTION ITEMS:**

Ms. Dixon moved to approve all matters listed under Consent Action Items. Mr. Bohn second the motion. Motion carried.

**D. ACTION ITEMS:**

1. The Personnel Commission considered the termination of the Pre-School Recreation Aide (Exam #19-008) eligibility list, based PC Rule 6.1.8.2:  
Ms. Irma Garcia informed the Commission that there are no longer viable candidates. Ms. Dixon moved to approve the termination of the Pre-School Recreation Aide eligibility list. Mr. Bohn second the motion. Motion carried.
  
2. The Personnel Commission considered approving Personnel Commission staff attendance to the CASBO Annual Conference & California School Business Expo 2020.  
Ms. Dixon moved to approve staff attendance to the conference. Mr. Salazar second the motion. Motion carried.

**E. INFORMATION ITEMS AND REPORTS:**

1. Merit System Academy 2/1/2020  
Ms. Byrd shared with the Commission that the first day of the Merit Academy held on Saturday, February 1, 2020, was very informative. Ms. Irma Garcia shared with the Commission some of the topics covered at the session. Human Resources staff was also present. Ms. Dixon inquired about meeting with Dr. Vollkommer and Dr. Funchess to share the information. Ms. Byrd plans to meet with them.
  
2. Annual Report:  
Ms. Irma Garcia shared with the Commission the final draft of the annual report pamphlet. Commissioners requested some changes. In all, they were pleased with the draft. Ms. Byrd invited a Commissioner to share the annual report with the Board. Ms. Dixon volunteered to present the information.

**F. DISCUSSION:**

The next Personnel Commission meeting will be held on March 5, 2020, at 5:30 p.m., in the Personnel Commission office, 777 North F Street, San Bernardino, CA, 92410, Portable B.

**G. COMMENTS FROM PERSONNEL COMMISSIONERS:**

None

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**H. CLOSED SESSION:**

The Commission adjourned to closed session at 5:52 p.m. to discuss the following:

Pursuant to Government Code 54954.5 (e) and 54957: Public Employee  
Discipline/Dismissal/Release/Appeals.

1. Applicant #33931111 - Denied
2. Applicant #34737476 - Granted
3. Applicant #3991654 - Denied
4. Applicant #7933296 - Denied
5. Applicant #3781384 - Denied
6. Applicant #39269621 - Denied

The Commission reconvened into open session at 6:14 p.m. and reported on the action(s) taken in closed session.

**I. ADJOURNMENT:**

The Commission adjourned the meeting at 6:15 p.m.