

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
REGULAR PERSONNEL COMMISSION MEETING
TELECONFERENCE MEETING
MINUTES
August 6, 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.

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. Irma Garcia, Personnel Director
Ms. Nersidalia Garcia, Secretary III

4. Approval of Agenda

Ms. Dixon moved to approve the agenda. Mr. Bohn second the motion. Motion carried.

5. Approval of Minutes

Ms. Dixon moved to approve the minutes from the July 16, 2020 Personnel Commission meeting.
Mr. Bohn second the motion. Motion carried.

B. PUBLIC COMMENTS:

None

C. CONSENT ACTION ITEMS:

Ms. Dixon moved to approve all matters listed under Consent Action Items. Mr. Bohn second the motion. Ms. Irma Garcia requested to remove consent action item C (3) (a), Maintenance & Operations Director eligibility list, per the request of Ms. Jayne Christakos, Associate Superintendent Business, Facilities and Operations.

Ms. Dixon moved to vote on the remainder of the Consent Action Items. Motion carried.

D. ACTION ITEMS:

1. Water Service Delivery from Masters Water Company:

Mr. Salazar moved to approve the water service delivery from Masters Water Company not to exceed \$300.00 for fiscal year 2020-2021. Mr. Bohn second the motion. Motion carried.

2. NEOGOV Online Software License Annual Subscription:

Mr. Salazar moved to approve the NEOGOV Online Software License Annual Subscription the cost is \$23,161.09 for fiscal year 2020-2021. Mr. Bohn second the motion. Mr. Salazar asked about the price in comparison to last years'. Ms. Irma Garcia indicated that cost went up \$1,515.21

In compliance with Government Code §54957.5, any public records, which can be disclosed, related to an open session item on the agenda that have been submitted to the Commission are available for public inspection in the Personnel Commission office during normal business hours, no sooner than 72 hours prior to the meeting. A copy of a previous month's agenda and attachments may be requested by email communication to the Director at any time.

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
REGULAR PERSONNEL COMMISSION MEETING
TELECONFERENCE MEETING
MINUTES
August 6, 2020 – 5:30 p.m.**

as compared to last years'. Ms. Dixon inquired about the cost increase. Ms. Garcia will inquire specifics on the yearly increase. Motion carried.

3. **NEOGOV Annual Text Messaging Subscription:**

Mr. Salazar moved to approve the NEOGOV Annual Text Messaging Subscription for \$1,070.00 for fiscal year 2020-2021. Mr. Bohn second the motion. Mr. Salazar asked about the price in comparison to last years'. Ms. Dixon inquired about the efficiency of the texting feature. Ms. Irma Garcia explained that it is \$70.00 more than last year. She also indicated that the feature is used for test reminders. NeoGov is working on making this feature available for interview reminders. Ms. Dixon requested to negotiate the pricing to be included with the software license invoice and not to allow for the price to keep increasing each year. Motion carried.

E. INFORMATION ITEMS AND REPORTS:

Personnel Director's comments: Essential Jobs

Ms. Irma Garcia shared with the Commission that staff is working closely with Dr. Marcus Funchess, Assistant Superintendent of Human Resources, to fill additional essential positions, as the need arises. PC Staff has been working hard scheduling interviews to provide services to our school sites.

F. DISCUSSION:

The next Personnel Commission meeting will be held on September 3, 2020, at 5:30 p.m. via Teleconference.

G. COMMENTS FROM PERSONNEL COMMISSIONERS:

Mr. Bohn thanked staff for keeping up with the good work during this difficult time.

H. CLOSED SESSION:

The Commission adjourned to closed session at 5:43 p.m. to discuss:

Pursuant to California Government Code §54954.5(e) and §54957:

1. Consideration of legal matters coming within the purview of the attorney/client relationship.
2. Consideration of appointment, employment, dismissal, or evaluation of an employee.

No report out.

I. ADJOURNMENT:

The Commission adjourned the meeting at 6:11 p.m.