

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

MINUTES

December 3, 2020 at 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
Mrs. Tamara Booker, Personnel Analyst
Ms. Nersidalia Garcia, Secretary III

4. Administration of Oath of Office

Mr. Salazar administered the Oath of Office to George Bohn, the California School Employees Association (CSEA) Appointee, to serve on the Personnel Commission for a three (3) year term commencing December 1, 2020 through December 1, 2023. Mr. Bohn appreciates the opportunity to serve on the Commission and is committed to the employees of the District.

5. Approval of Agenda

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

6. Approval of Minutes

Ms. Dixon moved to approve the minutes from the November 12, 2020 Regular Personnel Commission meeting. Mr. Bohn second the motion. Motion carried.

B. PUBLIC COMMENTS:

No public comments.

C. CONSENT ACTION ITEMS:

Ms. Dixon moved to approve Consent Action Items. Mr. Salazar second the motion. Motion carried.

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D. ACTION ITEMS:

1. Mr. Bohn made a motion to appoint Ms. Dixon as Chairperson for 2021. Mr. Salazar second the motion. Ms. Dixon accepted the nomination. Motion carried.
2. Mr. Bohn made a motion to appoint Mr. Salazar as Vice Chairperson for 2021. Ms. Dixon second the motion. Mr. Salazar accepted the nomination. Motion carried.
3. The Commission considered the Personnel Commission Meeting Calendar 2021 with a change to the November 4, 2021 date. The Commissioners are available to meet on November 10, 2021.

E. INFORMATION ITEMS AND REPORTS:

1. Essential Positions –
Ms. Irma Garcia informed the Commission that staff continues to fill essential positions as determined by cabinet.
2. Application Workshop –
Mrs. Booker briefly shared with the Commission the outcome of the application workshop that took place on Monday, November 16, 2020. Ms. Dixon was in attendance for the workshop and was very pleased with the presentation.
3. Distant Learning for Remainder of 2020-2021 FY
Ms. Irma Garcia informed the Commission that the Board approved to keep Distance Learning for the remainder of the school year, therefore, Personnel Commission staff will continue to work remotely and continue to administer virtual testing. The Personnel Commission office will remain closed.

F. DISCUSSION:

The next Personnel Commission meeting will be held on January 7, 2021 at 5:30 pm. via Teleconference.

G. COMMENTS FROM PERSONNEL COMMISSIONERS:

Mr. Bohn wished everyone a happy holiday season.

Mr. Salazar congratulated staff for the great job on the Application Workshop. He congratulated Ms. Dixon and Mr. Bohn for the excellent leadership. He wished everyone a happy holiday season.

Ms. Dixon congratulated Mr. Bohn and Mr. Salazar as she is pleased to work with a great team. She shared that the Personnel Commission is committed to moving things along to help the community

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.

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gain jobs. She commended staff for doing a great job with the workshop, thanked the public, and a very special thanks to Mr. Daniel Tisdale, Communications staff member, for all the support provided to the Personnel Commission. She wished everyone a happy holiday season.

H. CLOSED SESSION:

The Commission adjourned to closed session at 6:00 p.m. to discuss:

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.

The Commission reconvened to open session at 6:17 p.m. with no report.

I. ADJOURNMENT:

The Commission adjourned the meeting at 6:17 p.m.