

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

MINUTES

February 4, 2021 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. 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 January 7, 2021 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. Bohn second the motion. Motion carried.

D. DESK AUDIT:

Ms. Dixon moved to open discussion on the desk audit for School Police Clerk. Mr. Bohn second the motion.

Ms. Irma Garcia shared a summary pertaining to the reclassification study conducted for School Police Clerk. The results of the study found that the classification has not had a substantial accretion of duties and does not warrant a reclassifying.

Ms. Onelia Jimenez, School Police Clerk, was present for any questions pertaining to her position.

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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Ms. Lourdes Cruz, CSEA Labor Relations Representative, shared some concerns with the reclassification study and its results, therefore requested that the Personnel Commission grant additional time to gather data.

Ms. Dixon asked staff when the study took place and requested that we double check the salaries as indicated by Ms. Cruz.

Chief Paulino briefly commented that he wants to make sure everyone is compensated properly.

Mr. Bohn stated the staff is doing a great job in collecting data and thanked Ms. Cruz for her input.

Mr. Salazar echoed what Chief Paulino stated and thanked staff for all the hard work.

Mr. Shane Dishman, former administrator for CSEA Chapter 183, shared that he believes that the School Police Clerk is not correctly classified and it needs to be reclassified. He indicated that the position is P.O.S.T certified. He requested the study be reevaluated.

Mr. Salazar thanked Mr. Dishman for his input.

Ms. Dixon asked Ms. Irma Garcia to reach out to other school districts that have school police departments, such as Apple Valley and Snowline School Districts and get back to the Commission at the next PC meeting. She appreciates the due diligence of the work done.

Mr. Bohn also requested to bring it back to the next Personnel Commission meeting. He asked that we keep in mind that this is San Bernardino, not Long Beach, Val Verde or Santa Ana. It is a different structure economically with those cities.

E. INFORMATION ITEMS AND REPORTS:

1. Essential Positions – Ms. Irma Garcia briefly shared with the Commission the status of essential positions. Also, indicated that she will be working with the team to brainstorm ideas pertaining to testing onsite.
2. Personnel Commission Office Relocation – Ms. Garcia informed the Commission that the Personnel Commission office will be relocated to the WHAA building. The remodeling of the new location is currently underway. Staff will keep the Commission updated with current information.

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F. DISCUSSION:

The next Personnel Commission meeting will be held on March 4, 2021, at 5:30 p.m., via Teleconference.

G. COMMENTS FROM PERSONNEL COMMISSIONERS:

Mr. Salazar apologized for being late.

Ms. Dixon thanked everyone for being present, including staff and guests.

H. CLOSED SESSION:

The Commission adjourned to closed session at 6:05 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.
Employee #21-0204

The Commission reconvened to open session at 6:27 p.m. and reported on the following action taken in closed session: Approved to appoint a hearing officer for employee #21-0204.

I. ADJOURNMENT:

The Commission adjourned the meeting at 6:28 p.m.