

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

**MINUTES
May 6, 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. Salazar second the motion. Motion carried.

5. Approval of Minutes

Ms. Dixon moved to approve the minutes from the April 1, 2021 Regular Personnel Commission meeting. Mr. Bohn second the motion. Motion carried.

6. Approval of Minutes

Ms. Dixon moved to approve the minutes from the April 21, 2021 Special Personnel Commission meeting. Mr. Salazar second the motion. Motion carried.

B. PUBLIC COMMENTS:

Miguel Villalobos, CSEA's Chief Negotiator, thanked the Commission for the opportunity to speak and thanked them for the work the Personnel Commission has done to help the classified staff. CSEA hopes to continuously have the support in the future while working through items that affect the classified service.

C. CONSENT ACTION ITEMS:

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

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**

**MINUTES
May 6, 2021 at 5:30 p.m.**

D. ACTION ITEMS:

Proposed Budget for 2021-2022 – Second Reading:

Ms. Dixon moved to approve the proposed budget for 2021-2022, as submitted. Mr. Salazar second the motion.

Ms. Irma Garcia shared with the Commission that there were slight changes from the first reading to the salaries and benefits section. Salaries and benefits have been reduced as compared the previous year due to PC staff changes. There will also be a savings of a 10% reduction in the operating budget. Mr. Salazar inquired about the 10% reduction. Ms. Garcia explained that it does affect the department significantly in the operating expenses. Plans will need to be revisited as it regards staff attendance to yearly trainings. Ms. Dixon wants to make sure the reduction does not affect the current vacancy in the department. Ms. Garcia indicated that the funds for the vacancy are allotted for when we are ready to fill the position.

Motion carried.

E. INFORMATION ITEMS AND REPORTS:

Staff Returns to Work –

Ms. Irma Garcia briefly shared with the Commission that staff will be returning to work beginning May 10, 2021. From the May 10th until the end of June, we are allowed to work with our staff's schedule to provide flexibility. Ms. Garcia acknowledged and thanked staff for performing an excellent job while working remotely. Also noted that the office will remain closed to the public until further notice.

F. DISCUSSION:

The next Personnel Commission meeting will be held on June 3, 2021, at 5:30 p.m., via Teleconference or in person at 1525 W. Highland Ave., San Bernardino, CA 92411.

Mr. Salazar inquired about wearing masks while on district property. Mr. Bohn stated that he prefers to have meetings in person. Ms. Dixon requested for Ms. Garcia to find out from Mr. Jeff Haynes about masks protocol. Ms. Garcia will notify the Commissioners if the meeting will be in person or virtually.

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**

**MINUTES
May 6, 2021 at 5:30 p.m.**

G. COMMENTS FROM PERSONNEL COMMISSIONERS:

Mr. Salazar thanked Mr. Miguel Villalobos for being present during the meeting. He thanked him for the kind words and partnership. Mr. Salazar welcomed the new Superintendent to our district and looks forward to working with him.

Ms. Dixon thanked everyone for being present and wished a very Happy Mother's Day to all the moms out there. She looks forward to having a meet and greet with the new Superintendent.

H. CLOSED SESSION:

The Commission adjourned to closed session at 6:07 p.m. to discuss:

Consideration of legal matters coming within the purview of the attorney/client relationship.

No report out.

I. ADJOURNMENT:

The Commission adjourned the meeting at 6:07 p.m.