

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
REGULAR PERSONNEL COMMISSION MEETING
1525 W. Highland Ave.
San Bernardino, CA 92411**

**MINUTES
May 5, 2022 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: Ms. Valeria Dixon, Chairperson
Mr. Michael Salazar, Vice Chairperson
Mr. George Bohn, Member

Staff: 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 7, 2022 Regular Personnel Commission meeting. Mr. Salazar second the motion. Motion carried.

B. PUBLIC COMMENTS:

None

C. CONSENT ACTION ITEMS:

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

D. ACTION ITEMS:

1. Proposed Budget for 2022-2023 – Second Reading:

The Personnel Commission will discuss and conduct a public hearing on the proposed budget for the fiscal year 2022-2023. Members of the public, representatives from the collective bargaining units, employees of the district, and members of the Governing Board may comment on this proposed budget at this time.

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. Dixon moved to approve the recommended Proposed Personnel Commission Budget for 2022-2023 as submitted. Mr. Bohn second the motion.

Ms. Garcia shared with the Commission information regarding the budget for the upcoming school year. Staff salaries increased by \$31,278.00 and subsequently employee benefits increased by \$16,393.24. The operational budget codes 4000, 5000, and 6000 remain constant as compared to the 2021-2022 Fiscal Year. Our department is looking at continuing with the 10% savings reduction for 2022-2023. Meetings were held with Ms. Trieste Huey, Fiscal Services Director, and Dr. Marcus Funchess regarding 10% savings reduction; Ms. Huey indicated that the savings reduction are not being reinstated for school sites and departments just yet. Ms. Dixon inquired on the rationale behind the 10% reduction. Ms. Garcia stated that they did not provide a detailed rationale, however, Dr. Funchess indicated that he had allocated additional funds that would be distributed within his division to assist with recruitment efforts and other professional development such as, trainings, conferences, and other in-services for the team's professional growth. If approved, the budget will be submitted to the San Bernardino County Superintendent of Schools for completion. The allotted budget for the upcoming school year is \$992,449.40. It requires Ms. Dixon's signature and it is due no later than May 31, 2022. Motion carried.

E. DISCUSSION:

The next Personnel Commission meeting will be held in person on June 2, 2022, at 5:30 p.m., at 1525 W. Highland Ave., San Bernardino, CA 92411.

F. COMMENTS FROM PERSONNEL COMMISSIONERS:

No comments

G. CLOSED SESSION:

The Commission adjourned to closed session at 5:39 p.m. to discuss:

Pursuant to California Government Code §54956.9 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.
 - a. Applicant #22-0505-01
 - b. Applicant #22-0505-02

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The Commission reconvened to open session at 6:00 and reported on the following action(s) taken in closed session:

- a. Applicant #22-0505-01 – No action taken
- b. Applicant #22-0505-02 – Appeal granted

H. ADJOURNMENT:

The Commission adjourned the meeting at 6:01 p.m.