NEWPORT-MESA UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
Regular Meeting of the Personnel Commission
2985-A Bear Street, Thomas W. Henderson Testing Room, Costa Mesa, CA 92626

July 17, 2014 – 4:00 p.m.

MINUTES

1. OPENING CEREMONIES

Ms. Susan Meyer, Chairperson, called the meeting to order with a silent invocation followed by the Pledge of Allegiance to the flag.

2. ROLL CALL

Susan G. Meyer, Chairperson
Kenneth L. Wayman, Vice-Chairperson
Tristan L. Aley, Commissioner
Nora A. Roque, Secretary to the Commission

STAFF PRESENT

Christi Winslow, Personnel Analyst
V-Esther Caldwell, Administrative Assistant – Confidential

VISITORS PRESENT

John R. Caldecott, Executive Director, Human Resources
Brenda Garcia, CSEA
Vicky Wyman, CSEA

3. ADOPTION OF AGENDA

It was recommended that the Commission adopt the amended agenda, which moved item 9 to follow item 10, for July 17, 2014.

Motion made by: Kenneth Wayman
Seconded by: Tristan Aley

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

4. APPROVAL OF MINUTES

It was recommended that the Commission adopt the minutes of the regular meeting of June 12, 2014 as submitted.

Motion made by: Tristan Aley
Seconded by: Kenneth Wayman

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

5. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION

There were no presentations to the Personnel Commission.

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

It was recommended that the following vacancy announcement(s) be ratified.

a.	District Attendance Technician	62-14
b.	Credentials Technician	63-14
c.	Office Assistant III	64-14
d.	Preschool Site Facilitator	65-14
e.	Maintenance Plumber	66-14
f.	College Guidance Specialist	67-14
g.	Autism Specialist	68-14

Motion made by: Kenneth Wayman
Seconded by: Tristan Aley

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

It was recommended that the following eligibility list(s) as submitted be certified.

a.	Senior Maintenance Worker – CORRECTED	69-14
b.	Instructional Assistant I – Technology	73-14
c.	Administrative Assistant II	74-14
d.	Bus Driver	75-14
e.	Technology Support Technician	76-14
f.	Senior Data Network Technician	77-14
g.	Instructional Assistant – Extended Day Program	01-15

Motion made by: Tristan Aley
Seconded by: Kenneth Wayman

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

8. PERSONNEL DIRECTOR

Ms. Roque reported that she is currently sitting on the Board of the Personnel Commissioners Association of Southern California.

She also reported that Classification Study Interview schedules have been prepared by Ewing Consultants for July 28 – August 5, 2014.

Ms. Roque invited John Caldecott, Executive Director of Human Resources, to make comments at this time. Mr. Caldecott thanked the Classified Team for a fabulous school year.

Ms. Roque noted that the hiring of classified staff is ahead of schedule for the upcoming school year.

9. NEXT REGULAR MEETING DATE: August 21, 2014 at 4:00 p.m.

10. CLOSED SESSION

The members of the Personnel Commission adjourned to closed session at 4:18 p.m. to discuss the following matters:

Public employee performance evaluation (Pursuant to Government Code §54957)
Staff Evaluation – Director of Classified Personnel

11. ADJOURNMENT: 4:50 p.m.