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

February 25, 2010
2:30 p.m.
MINUTES

1. STUDY SESSION

Mr. Caldecott gave his presentation entitled, "The Three Things You Must Know About The Merit System."

2. OPENING CEREMONIES

Mr. Thomas Henderson, Chairperson, called the meeting to order with a silent invocation followed by the Pledge of Allegiance to the flag.

3. ROLL CALL

Thomas W. Henderson, Chairperson
Katherine Infantino, Vice-Chairperson
Kenneth L. Wayman, Commissioner
John R. Caldecott, Secretary to the Commission

STAFF PRESENT

Christi Winslow, Administrative Assistant/Confidential – Personnel Commission
Andrea D. Rohrer, Personnel Analyst
Carol Carter, Human Resources Technician

VISITORS PRESENT

Elizabeth I. Novack, Ph.D., Assistant Superintendent, Human Resources
Cindy Means, CSEA President
Marla Loffelmacher, Administrative Assistant/Confidential – Personnel Commission, retired

4. ADOPTION OF AGENDA

Mr. Wayman moved to adopt the agenda for February 25, 2010 as submitted. Ms. Infantino seconded the motion and it carried.

5. APPROVAL OF MINUTES

Ms. Infantino moved to approve the minutes of the regular meeting of January 21, 2010 as presented. Mr. Wayman seconded the motion and it carried.

6. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION

There were no presentations to the Personnel Commission.

7. RATIFICATION OF VACANCY ANNOUNCEMENTS

Mr. Wayman moved to ratify the following vacancy announcements as submitted.
Ms. Infantino seconded the motion and it carried.

a.	Custodian – Substitute Positions Only	31-10
b.	Technology Support Technician	32-10
c.	Head Custodian	33-10
d.	Instructional Assistant – Applied Behavior Analysis	34-10

8. CERTIFICATION OF NEW ELIGIBILITY LISTS

Ms. Infantino moved to approve the certification of the following eligibility lists as submitted.
Mr. Wayman seconded the motion and it carried.

a.	Instructional Assistant – Applied Behavior Analysis	38-10

9. PERSONNEL DIRECTOR

The Director reported that he has been has been meeting with the classified employees that will be affected by the layoffs due to the budget cuts. The purpose of these meetings has been to connect the employees with the Classified Personnel Office as well as with the Union Leadership. These affected employees have been appreciative of the information and understanding of the District's position.

10. CLOSED SESSION – Broke for close session at 4:18

Closed session was held; no action was taken:

13. NEXT MEETING DATE: April 1, 2010 at 4:00 p.m. ADJOURNMENT 4:29 P.M.