SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

April 12, 2023
5:00 P.M.
Meeting # 906

Personnel Commission Members	Arrived
Kathleen Hobiger, Chairperson	5:00 P.M.
Lori Rhoades, Vice Chairperson	5:00 P.M.
Sandy Handin, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	5:00 P.M

Call to Order

The meeting was called to order at 5:00 P.M. by Kathleen Hobiger, Chairperson.

Flag Salute

The flag salute was led by Ms. Hobiger.

Agenda
Motion #23.0412.1

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Agenda, as amended.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent- None.

Consent Agenda
Motion #23.0412.2

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Consent Agenda, as presented.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Minutes
Motion #23.0412.3

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of March 15, 2023, as presented.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Commission Comments

No comments.

Public Comments

Lynn Wood said hi to everyone and that she hoped everyone was good.

Personnel Items
Director's Report

Ms. Henson reported ESY Applications for clerical, paraeducator, transportation, child nutrition, and campus supervisor positions that are needed are online and closing on April 21, 2023. She has been working with VCOE and Risk Management department on finding out about adding driving to job descriptions and how that might bring a change to qualifications on some jobs. There is a need for someone to drive special education students to job experience opportunities. Discussion between Personnel Commissioners ensued. Per Ms. Henson, no districts are doing a DMV pull notice or random testing on non DOT positions. There has been an influx on Interactive Process meetings for medical lay-offs. Classified staff has a couple of upcoming webinars-How to Handle Employee Complaints and HR Leadership by School Services of California.

General Items

The 2022-2023 Budget was reviewed and discussed.

2022-2023 Budget Status

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the 2023-2024 Personnel Commission Budget Public Hearing to be held on May 3, 2023 in conjunction with the Regular PC Meeting on that date.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Scheduling of the 2023-2024 PC Budget Public Hearing Motion #23.0412.4

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved a Resolution in Honor of Classified Employees Week, May 21-27, 2023, as amended.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Approval of a Resolution in Honor of Classified School Employees Week Motion #23.0412.5

Information

Future Commission meeting dates were announced:
May 3, 2023…. May 24, 2023 …... June 14, 2023..... 5:00 p.m. Board Room

Meeting Dates

Job Opportunities were announced for: Health Services Assistant; Senior Mechanic.

Job Opportunities

Future Consideration

No items for future consideration.

Adjournment

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 5:49 p.m.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Motion #23.0412.6

Kathleen Hobiger, Chairperson

Lori Rhoades, Vice Chairperson

Sandy Handin, Member