SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

January 18, 2023
5:00 P.M.
Meeting # 903

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	
Irma Flynn, Senior Administrative Assistant	5:00 P.M

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

The flag salute was led by Ms. Hobiger. **Flag Salute**

Agenda
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Agenda, as amended. Motion #23.0118.1
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Consent Agenda
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Consent Agenda, as amended. Motion #23.0118.2
Vote 3-0; Aye- Handin, Hobiger,and Rhoades; No-None; Abstained-None; Absent-None.

Minutes
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of December 14, 2022, as amended. Motion #23.0118.3
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Ms. Rhoades said it was nice to see all. Commission Comments

No comments. Public Comments

Personnel Items
Director's Report

Ms. Flynn reported on behalf of Ms. Henson that she is anticipating a very informative CSPCA conference ahead. Printed schedules were handed out to Personnel Commissioners. She also shared that Shira has completed 94 recruitments to date while last fiscal year the total for the year was 160. Marissa Jenson will be joining the Classified Personnel Department as the HR Specialist. Ms. Henson is collaborating with Julie Ellis, Director of Personnel Services on creating a short video clip that the District can utilize for recruitment on social media. They are aiming to create something that conveys a unified theme/feel for District recruitment. Ms. Henson is hoping to complete an updated evaluation format that will include a category for assessing the skills that are essential to an employees' job function and that will provide more valuable feedback for improvement or goal setting for continued professional growth.

General Items

The 2022-2023 Budget was reviewed and discussed.

2022-2023 Budget Status

2023-2024 Calendar of Regular Meetings was discussed.

2023-2024 Calendar of Regular Meetings

2023 CSPCA Conference was discussed.

2023 CSPCA Conference

Information

Future Commission meeting dates were announced:
February 22, 2023 …. March 8, 2023..... April 12, 2023 ….. 5:00 p.m. Board Room

Meeting Dates

Job Opportunities were announced for: Groundskeeper; Instructional Support Specialist, IBI; Lead Custodian; School Services Assistant III.

Job Opportunities

County budget deficit and repercussions.

Future Consideration

Adjournment

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 5:35 p.m.

Motion #23.0118.4

Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Sandy Handin, Chairperson

Kathleen Hobiger, Vice Chairperson

L Rhoades

Lori Rhoades, Member