SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

September 14, 2022
5:00 P.M.
Meeting # 898

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

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

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

Agenda
On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Agenda, as presented. Motion #22.0914.1
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Consent Agenda
On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Consent Agenda, as presented. Motion #22.0914.2
Vote 3-0; Aye- Handin, Hobiger,and Rhoades; No-None; Abstained-None; Absent-None.

Minutes
On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Regular Meeting of July 13, 2022, as presented. Motion #22.0914.3
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Ms. Hobiger mentioned the passing of Francisco Cardenas, Groundskeeper at Royal High School. Commission Comments

No comments. Public Comments

Personnel Items
Director's Report

Ms. Henson reported that the Simi Job Fair was very successful and busy with a big turnout. A Paraeducator Spanish substitute and a Campus Supervisor had been already processed as a result and a couple were still in processing. The Classified Personnel Department employees rotated to be present at the booth. More applications are expected as positions open within the applicants' fields as a result of the job fair. Simi Street Fair is coming up on October 29, 2022, and SVUSD will be participating, including Classified Personnel Department. Ms. Henson delivered our QR signs for hiring to Royal High School College Fair happening tonight. Classified Department is still filling all the Paraeducator General Ed vacancies, selection interviews are being scheduled since the structured interviews were just finalized. B cabinet met to better retain employees and discussed a mentor system for new hires

where they would have someone they could turn to with any work questions that came up and who would serve as a welcoming committee to them.

The need for Revision of Personnel Commission Rules Article 6 Section 6.50 was discussed.

Revision of Personnel Commission Rules Article 6 Section 6.50- First Reading

Personnel Commission Rules Articles 5 and 6 were discussed as they pertain to Voluntary Demotion and Request for Transfer Employees Interviewing for Vacant Positions

Interpretation of Personnel Commission Rules Articles 5 and 6 as they pertain to Voluntary Demotion and Request for Transfer Employees Interviewing for Vacant Positions

Limited Term Assignment's Effect on a Candidate's Eligibility List Expiration Date per Personnel Commission Rules Article 5, Section 10 and Article 6, Section 30 was discussed.

Clarification on Limited Term Assignment's Effect on a Candidate's Eligibility List Expiration Date per Personnel Commission Rules Article 5, Section 10 and Article 6, Section 30

General Items

The 2021-2022 Budget was reviewed and discussed.

2021-2022 Budget Status

The 2022-2023 Budget was reviewed and discussed.

2022-2023 Budget Status

Information

Future Commission meeting dates were announced:
October 19, 2022.... November 9, 2022 ..... December 14, 2022..... 5:00 p.m. Board Room

Meeting Dates

Job Opportunities were announced for: Accounting Technician-Special Funds; Cafeteria Services Specialist; Cosmetology School Assistant; Groundskeeper; Senior Administrative Assistant, Confidential.

Job Opportunities

Future Consideration

A special meeting will be held on September 29, 2022.

Adjournment

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:25 p.m. Motion #22.0914.4

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