SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
SPECIAL MEETING MINUTES

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

April 26, 2022
5:00 P.M.
Meeting # 892

Personnel Commission Members	Arrived
Sandy Handin, Chairperson	ABSENT
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.
Kimberley Battung, Senior Administrative Assistant	5:00 P.M.

Call to Order

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

Flag Salute

The flag salute was led by Ms. Hobiger.

Agenda
Motion #22.0426.1

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Agenda, as presented.
Vote 2-0; Aye- Hobiger and Rhoades; No-None; Abstained-None; Absent-Handin.

Commission Comments

There were no Commission Comments.

Public Comments

There were no Public Comments.

Personnel Items
Request to Approve Classification Specification Revision for Occupational Therapist
Motion #22.0426.2

Ms. Henson reviewed the recommendation for the Classification Specification Revision for Occupational Therapist as it was presented at the last regular meeting. She stated that upon discussion with Sean Goldman, Asst. Superintendent of Student Support Services, CPR certification for this job classification is not mandatory however it is something to consider for the future. Ms. Rhoades and Ms. Hobiger strongly recommend that all Occupational Therapists be CPR certified and maybe an in-service could be done to get them the certification. On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Classification Specification Revision for Occupational Therapist.
Vote 2-0; Aye-Hobiger and Rhoades; No-None; Abstained-None; Absent - Handin.

Request to Approve New Classification of Construction Planning Coordinator at Classified Salary Schedule 135
Motion #22.0426.3

Ms. Henson presented the recommendation to approve a new classification of Construction Planning Coordinator. Discussion between the commissioners and Ms. Henson took place. Ms. Rhoades voiced her concern regarding the addition of management positions without the addition of an equal amount of non-management positions. Ms. Henson stated that a new clerical support position has been created to support the new management position. On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the New Classification of Construction Planning Coordinator at Classified Salary Schedule 135.
Vote 2-0; Aye-Hobiger and Rhoades; No-None; Abstained-None; Absent - Handin.

Information
Meeting Dates

Future Personnel Commission meeting dates were announced.
May 11, 2022…..June 8, 2022…..July 13, 2022…..5:00 p.m. District Board Room

Future Consideration

Ms. Henson stated that an applicant for a vacant Occupational Therapist position is requesting reconsideration of her initial step placement. Also, a new position in Student Support services will need to be created that will coordinate the placement of Paraeducator I, Special Education as well as Paraeducator General Education. Ms. Hobiger asked if the October meeting date be changed.

Adjournment
Motion #22.0426.4

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 5:37 p.m.

Vote 2-0; Aye-Hobiger and Rhoades; No-None; Abstained-None; Absent - Handin.

ABSENT
Sandy Handin, Chairperson

Kathleen Hobiger
Kathleen Hobiger, Vice Chairperson

L Rhoades
Lori Rhoades, Member