SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
SPECIAL MEETING MINUTES

University Conference Room
101 W. Cochran Street
Simi Valley, CA 93065

January 26, 2022
5:00 P.M.
Meeting # 888

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.
Kimberley Battung, 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. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Agenda, as presented.

Motion #22.0126.1

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

There were no Commission Comments.

Commission Comments

There were no Public Comments.

Public Comments

Public Hearing on the Appointment of Personnel Commission Classified Employees Appointee (CSEA). There were no comments.

Public Hearing

Personnel Items

Ms. Henson presented her recommendation to approve a new classification of Director, Safety and Risk Management. She explained the additional responsibilities and oversight of the new classification. Discussion regarding education and experience as listed in the job description occurred. It was agreed to amend the minimum qualifications to better reflect the education and experience of those who may apply. On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the New Classification of Director, Safety and Risk Management at Classified Salary Schedule Range 170 as amended.

Request to Approve a New Classification of Director, Safety and Risk Management at Classified Salary Schedule Range 170
Motion #22.0126.2

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

Ms. Henson stated that both the Welding Program Shop Assistant and Machine Program Shop Assistant job classifications needed to have their salary range increased to meet the new California minimum wage requirement. On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minimum Wage Increase (New Salary Range) for Welding Program Shop Assistant and Machine Program Shop Assistant from Range 35 to Range 54 as presented.

Request to Approve Minimum Wage Increase (New Salary Range) for Welding Program Shop Assistant and Machine Program Shop Assistant from Range 35 to Range 54
Motion #22.0126.3

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

Closed Session

The Commission met in Closed Session at 5:59 p.m., in accordance with provisions in Government Code Section 54957, Public Employment Matters: Report Dismissal and Public Employment Matters: Employment.

The Commission returned to Open Session at 6:20 p.m.
Public Employment Matters: Report Dismissal. No action was taken.
Public Employment Matters: Employment. Vote 3-0; Aye-Handin, Hobiger, Rhoades No – None; Abstained – None.

General Items
Request to Reappoint Lori Rhoades as Personnel Commission Classified Employees Appointee (CSEA)
Motion #22.0126.4

On a motion by Ms. Hobiger, seconded by Ms. Handin, and carried, the request to reappoint Lori Rhoades as the Personnel Commission Classified Employees Appointee (CSEA) for a three-year term commencing December 1, 2021was approved.

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

Information
Meeting Dates

Future Personnel Commission meeting dates were announced.
February 9, 2022...March 16, 2022...April 13, 2022..5:00 p.m. District Board Room

Future Consideration

Ms. Hobiger requested Ms. Battung order business cards for the Commissioners for the upcoming CSPCA Conference.

Adjournment
Motion #21.1201.3

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

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

Sandy Handin, Chairperson

Kathleen Hobiger, Vice Chairperson

Lori Rhoades, Member