SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Remote (via Zoom)

December 9, 2020
5:00 P.M.
Meeting # 869

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	
Sophia Crocker, Director, Classified Personnel Services	5:00 P.M.
Sallie Kleingarn, 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
Motion #20.1209.1

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

Consent Agenda
Motion #20.1209.2

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-Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

Minutes
Motion #20.1209.3

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Commission approved the Minutes of the Regular Meeting of November 18, 2020. Vote 3-0: Aye – Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

Commission Comments

Ms. Hobiger announced the passing of former employee Gordon Lindeen.

Public Comments

There were no public comments.

Personnel Items
Director's Report

Ms. Crocker welcomed Ms. Kleingarn back from leave; a new hire for the vacant Human Resources Assistant II position, Brandi Lubrano, will be starting in January. Ms. Crocker reported that there are currently 12 recruitments in process and 3 classification studies have been completed in the current fiscal year.

General Items
2020-2021 Budget Status

Ms. Crocker reported on the status of the current 2020-2021 Commission budget.

Revision of Personnel Commission Rule 7.20 – Second Reading and Adoption
Motion #20.1209.4

Ms. Crocker presented the final reading of proposed revisions to Personnel Commission Ru 7.20. On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the revision of Personnel Commission Rule 7.20 as presented.

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

Ms. Crocker presented the final reading of proposed revisions to Personnel Commission Rules, Articles 1 & 2. On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the revision of Personnel Commission Rules, Articles & 2 as presented.

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

Revision of Personnel Commission Rules, Articles 1 & 2 – Second Reading and Adoption Motion #20.1209.5

Ms. Crocker presented the final reading of proposed revisions to Personnel Commission Rules, Article 3. On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the revision of Personnel Commission Rules, Article 3 as presented.

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

Revision of Personnel Commission Rules, Article 3 – Second Reading and Adoption Motion #20.1209.6

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the motion to elect Lori Rhoades as Chairperson of the Commission for a one-year term, to commence at the first meeting held in January, 2021.

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

Annual Election of Officers - Chairperson Motion #20.1209.7

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the motion to elect Sandy Handin as Vice Chairperson of the Commission for a one-year term, to commence at the first meeting held in January, 2021.

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

Annual Election of Officers - Chairperson Motion #20.1209.8

Future Commission meeting dates were announced:
January 13, 2021….February 10, 2021….March 10, 2021…..5:00p.m...via Zoom until further notice.

Information Meeting Dates

Job Opportunities were announced for: Administrative Services Assistant I; Library Media Technician II; Senior Mechanic, Skilled Maintenance Specialist

Job Opportunities

The Commission met in Closed Session at 5:11 p.m., in accordance with provisions in Government Code Section 54957, Public Employment Matters: Appointment, Employment Performance Evaluation, Discipline, Dismissal, Release: Report Employee Dismissal.

Closed Session

The Commission returned to Open Session at 5:22 p.m.. No action was taken during Closed Session.

Return to Open Session

There were no items for future consideration.

Future Consideration

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 5:23 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Handin; No-None; Abstained-None.

Adjournment
Motion #20.1209.9

Kathleen Hobigier, Chairperson

Lori Rhoades, Vice-Chairperson

Sandy Handin, Member