

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

July 8, 2020
5:00 P.M.
Meeting # 863

Personnel Commission Members
Kathleen Hobiger, Chairperson
Lori Rhoades, Vice Chairperson
Sandy Handin, Member

Arrived
5:00 P.M.
5:00 P.M.
5:00 P.M.

Staff Members

Sophia Crocker, Director, Classified Personnel Services
Sallie Kleingarn, Senior Administrative Assistant

5:00 P.M.
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. Rhoades.

Flag Salute

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.

Agenda
Motion
#20.0708.1

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.

Consent Agenda
Motion
#20.0708.2

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Commission approved the Minutes of the Regular Meeting of June 10, 2020. Vote 3-0; Aye – Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

Minutes
Motion #20.708.3

Ms. Rhoades was happy to see everyone back. Ms. Handin attended two virtual Merit Academy class that covered the Art & Science of Compensation and Collective Bargaining.

Commission
Comments

There were no public comments.

Public Comments

Ms. Crocker provided COVID-19 updates: 12-month employees returned to work July 1 with safety protocols in place; the first day of instruction for the 2020-21 school year has been moved to August 17; the Board approved additional changes to the 2020-21 calendar; the format of instruction is still to be determined; the district is meeting with CSEA to discuss topics surrounding reopening. Ms. Crocker reported that there are currently 6 recruitments in progress; Ms. Crocker reported that there is one position classification study in progress and one being presented tonight.

Personnel Items
Director's Report

Ms. Crocker reported on the status of the current 2019-2020 Commission budget.

General Items

2019-2020
Budget Status

Ms. Crocker presented the basis of the proposed reclassification of a School Services Assistant III position occupied by Deborah Lawrence to the existing classification of School Office Manager II. There were 4 public comments received and read by Ms. Hobiger. Comments were from: Elva DeLeon, Ian Green, Yvonne Persico and Diane Wilkinson. Discussion ensued among the Commissioners and Ms. Crocker regarding the proposed reclassification and reasoning behind the request. The Commissioners expressed that the manner by which the higher-level duties were assigned was not appropriate. Ms. Hobiger asked for a motion to reclassify the position from School Services Assistant III to the existing classification of School Office Manager II; all three commissioners abstained.

Request to
Reclassify a
position from
School Services
Assistant III to the
existing
classification of
School Office
Manager II
Motion
#20.0708.4

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

Ms. Crocker presented information for discussion regarding various options for attorney review of Personnel Commission rules and Personnel Commission legal representation. Discussion ensued among the Commissioners and Ms. Crocker regarding the presented information. Ms. Crocker obtained information regarding the possibility of retaining Kristine Kwong of Musick, Peeler & Garrett LLP as the Commission's legal counsel. The cost is \$300/hour but can be as low as \$285/hour. The Commission will move forward with engaging Ms. Kwong as the Commission's legal counsel at the requested fee of \$285/hour.

Information &
Discussion on
Attorney Review
of Personnel
Commission Rules
and Personnel
Commission Legal
Counsel

Information

Future Commission meeting dates were announced:
August 12, 2020.....September 9, 2020.....October 14, 2020.....5:00p.m.....Board
Room

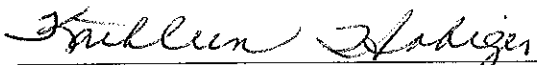
Meeting Dates

Ms. Handin requested to discuss the topic of including a closed session item on each agenda.


**Future
Consideration**

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Personnel Commission adjourned the meeting at 6:00 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Handin; No-None; Abstained-None.

**Adjournment
Motion
#20.0708.5**


Kathleen Hobiger, Chairperson


Lori Rhoades, Vice-Chairperson


Sandy Handin, Member