

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

May 13, 2020
5:00 P.M.
Meeting # 861

Personnel Commission Members

| | <u>Arrived</u> |
|---|----------------|
| Kathleen Hobiger, Chairperson | 5:00 P.M. |
| Lori Rhoades, Vice Chairperson - <u>VIA REMOTE ACCESS</u> | 5:00 P.M. |
| Sandy Handin, Member - <u>VIA REMOTE ACCESS</u> | 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

On a motion by Ms. Rhoades, seconded by Ms. Handin 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 #20.0513.1

On a motion by Ms. Rhoades, seconded by Ms. Handin 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 #20.0513.2

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Commission approved the Minutes of the Regular Meeting of April 8, 2020. Vote 3-0: Aye – Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

Minutes
Motion #20.513.3

Ms. Hobiger thanked the Classified Personnel staff for doing a great job during the school shut-down due to COVID-19. She knows everyone has been working hard and has done an amazing job. Ms. Rhoades and Ms. Handin agreed.

Commission Comments

There were no public comments.

Public Comments

Public Hearing and Final Reading of the proposed 2020-2021 Personnel Commission Budget. Members of the public were provided the opportunity to comment on the proposed budget.

Hearings
2020-2021 Budget

Ms. Crocker recognized that Classified School Employees Week is next week. Ms. Crocker provided COVID-19 updates: schools are planned to reopen on August 12, 2020; ESY is planned to be held remotely; employees are still working from home to the extent possible; those that report to the worksite are to practice social distancing, hygiene measures, and wear PPE as appropriate; all permanent employees continue to be paid; for qualifying COVID-19-related reasons, employees are permitted to stay home with pay and are not being charged leave time; the District is following Ventura County in gradually reopening; the District Office and school sites are open to the public from 9 a.m. – 1 p.m. and following safety protocols; hiring processes have resumed. Recruitment status: 8 in process, 4 upcoming. Testing is being conducted in-person following safety measures: providing masks and hand sanitizer to attendees,

Personnel Items

Director's Report

scheduling no more than 5 attendees with seating at least 6 ft. apart, and disinfecting surfaces and materials after sessions. The same precautions are being taken for orientations. Interviews are being conducted via Zoom. Status of position classification studies for 2019-2020: 2 completed and 1 in process. Summer Assistance Program received 213 applications with the majority being qualified. The state match is approx. \$0.66 for each \$1 withheld. The final session of CSEA negotiations was held on 5/8.

General Items

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

2019-2020
Budget Status

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Personnel Commission approved the budget for fiscal year 2020-2021, as amended.
Vote 3-0: Aye-Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

2020-2021 Budget
Approval
Motion #20.0513.4

Ms. Crocker presented the final reading of proposed revisions to Personnel Commission Rules, Articles 1 and 2. Discussion ensued among the Commissioners and Ms. Crocker regarding the proposed revisions. The Commission indicated agreement with the proposed revisions as presented.
Vote 3-0: Aye-Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

Revision of Personnel
Commission Rules
Articles 1 & 2 – Final
Reading & Approval
Motion #20.0513.5

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Personnel Commission approved the request to approve a Resolution in Honor of Classified School Employees Week, May 17-23, 2020.
Vote 3-0: Aye-Hobiger, Rhoades, Handin; No-None; Abstained-None; Absent-None.

Resolution in Honor of
Classified School
Employees Week,
May 17-23, 2020
Approval
Motion #20.0513.6

Information

Future Commission meeting dates were announced:
June 10, 2020...5:00p.m.....Board Room

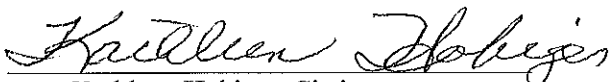
Meeting Dates

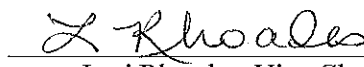
Ms. Crocker would like to discuss initiating the request for an attorney to review the Personnel Commission Rules after they are revised.


**Future
Consideration**

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Personnel Commission adjourned the meeting at 5:44 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Handin; No-None; Abstained-None.

Adjournment
Motion #20.0513.7


Kathleen Hobiger, Chairperson


Lori Rhoades, Vice-Chairperson


Sandy Handin, Member