SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

November 13, 2019
6:00 P.M.
Meeting # 854

Personnel Commission Members	Arrived
Sherida Simmons, Chairperson	6:00 P.M.
Kathleen Hobiger, Vice Chairperson	6:00 P.M.
Lori Rhoades, Member	6:00 P.M.

Staff Members	
Sophia Crocker, Director, Classified Personnel Services	6:00 P.M.
Sallie Kleingarn, Senior Administrative Assistant	6:00 P.M.

The meeting was called to order at 6:00 P.M. by Sherida Simmons, Chairperson. **Call to Order**

The flag salute was led by Ms. Simmons. **Flag Salute**

On a motion by Ms. Rhoades seconded by Ms. Hobiger and carried, the Personnel Commission approved the agenda, as presented. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None. **Agenda** Motion #20.1113.1

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved the consent agenda, as presented. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None. **Consent Agenda** Motion #20.1113.2

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Commission approved the Minutes of the Regular Meeting of October 16, 2019. Vote 3-0: Aye – Hobiger, Simmons, Rhoades; No-None; Abstained-None; Absent-None. **Minutes** Motion #20.1113.3

Ms. Simmons thanked everyone for allowing her to serve as a Personnel Commissioner for 27 years. The other Commissioners will miss her and her extensive knowledge. Commission Comments

Lynn Wood was present in the audience and presented Ms. Simmons with flowers and a card. Public Comments

There were no public hearings. Hearings

Personnel Items

Ms. Crocker mirrored sentiments of others regarding Ms. Simmons' departure. All are sad to see her go. The recruitment status was presented with 14 in process and 4 ending this week. The status of position classification studies was presented with 7 completed and 4 initiated or in progress. Ms. Crocker presented an update on the Classified Professional Development offerings. The CPR/First Aid non-certification training was held on October 29, 2019 for any classified employee whose job does not require certification. 26 employees attended this first offering, and the same training will be offered again on December 2, 2019. On January 27, 2020 a customer service/communication training will be offered to all classified employees. Invitations will be going out soon for that offering. There will be a training on Saturday, March 14, 2020 with numerous offerings that are currently being developed. Ms. Crocker presented a legal update on new laws going into effect in January, 2020. AB 5 addresses independent contractor vs. employee status. Director's Report

General Items

Attorneys for the district are currently reviewing the law for recommendations to the district.

2019-2020 Budget Status

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

Request for Reallocation of Classifications on the Salary Schedule Motion #20.1113.4

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the request to reallocate classifications on the salary schedule: Cafeteria Assistant, Elementary Campus Supervisor, Secondary Campus Supervisor, Cafeteria Services Specialist. The change is due to the minimum wage increase to $13.00 per hour beginning January 1, 2020. Ms. Hobiger presented concerns pertaining to internal alignment. Ms. Simmons and Ms. Crocker explained that internal alignment does not cross job families. Ms. Crocker reported that the CSEA President, Jim Jarrard, is in agreement with the proposed change to the salary schedule. Vote 3-0: Aye-Simmons, Hobiger, Rhoades; No-None; Abstained-None; Absent-None.

Closed Session

The Personnel Commission met in Closed Session starting at 6:21 p.m. in accordance with provisions in Government Code Section 54957 to discuss employee dismissal. They returned to Open Session at 6:32 p.m. No action taken.

Information

Meeting Dates

Future Commission meeting dates were announced: December 3, 2019, January 15, 2020....February 12, 2020....6:00 P.M.....Board Room

Job Opportunities

Job opportunities were announced for: Adult Education Instructional Assistant, Welding; Elementary Campus Supervisor; Instructional Support Specialist, Intensive Behavior Intervention; Marketing and Communications Coordinator; Paraeducator I – Special Education; Passenger Vehicle Driver; Purchasing Assistant; School Office Manager II; Secondary Campus Supervisor; Warehouse and Distribution Supervisor

Future Consideration

All were in agreement to reschedule the January 8, 2020 meeting to January 15, 2020 due to the winter break.

Adjournment
Motion #20.1113.5

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:36 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

Sherida Simmons, Chairperson

Kathleen Hobiger, Vice-Chairperson

L Rhoades

Lori Rhoades, Member