SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

August 14, 2019
6:00 P.M.
Meeting # 850

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 #20.0814.1

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 #20.0814.2

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Commission approved the Minutes of the Regular Meeting of July 10, 2019. Vote 3-0: Aye – Hobiger, Simmons, Rhoades; No-None; Abstained-None; Absent-None. **Minutes** Motion #20.0814.3

During Commission Comments, Ms. Hobiger announced the passing of three former classified employees: Patty Crofts, Mary Riggi and Bette Greene. Commission Comments

There were no public comments. Public Comments

There were no public hearings. Hearings

Personnel Items

Ms. Crocker reported that today was the first day of school. She announced that the first official Campus Supervisor training was held for them at each school site as well as a mass training at the district office. Topics reviewed with the Campus Supervisors were: heat illness prevention, bloodborne pathogens, communications, parking lot/traffic safety, first aid, supervision, district responsibility and hazard recognition. Ms. Crocker presented the status of position classification studies. Five have been completed; one being recommended to the Personnel Commission at tonight's meeting; three are in progress or have been initiated. Ms. Yerushalmi is at full recruitment capacity with 13 recruitments in process, two of which will end this week and 6 pending. Director's Report

General Items

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

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved a Revision of Personnel Commission Rule 3.30 RECLASSIFICATION (Second reading) for approval. Vote 3-0: Aye-Simmons, Hobiger, Rhoades; No-None; Abstained-None; Absent-None.

Revision of Personnel Commission Rule 3.30 RECLASSIFICATION Motion #20.0814.4

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the reclassification of a position from Custodian II to the existing classification of Plant Manager I. The incumbent, Christopher Dean, has demonstrated a gradual accretion of duties of Plant Manager I over a period of at least two years and, according to Personnel Commission Rule 3.30, is eligible for reclassification with the position. Vote 3-0: Aye-Simmons, Hobiger, Rhoades; No-None; Abstained-None; Absent-None.

Reclassification of Custodian II to Plant Manager I Motion #20.0814.5

Information

Future Commission meeting dates were announced.

Meeting Dates

Job opportunities were announced for: Cafeteria Services Specialist; Custodian I; Food Services Delivery Specialist; Maintenance Specialist, HVAC; Marketing and Communications Coordinator; Paraeducator, Deaf or Hard of Hearing.

Job Opportunities

There were no items for future consideration.

Future Consideration

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:19 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

Adjournment Motion #20.0814.6

Sherida Simmons, Chairperson

Kathleen Hobiger, Vice-Chairperson

L. Rhoades

Lori Rhoades, Member