SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

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

March 13, 2019
6:00 P.M.
Meeting # 844

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

| Staff Members | |
|---|---|
| Sophia Crocker, Director, Classified Personnel Services | 6:00 P.M. |
| Karen Burnside, 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. Hobiger seconded by Ms. Simmons and carried, the Personnel Commission approved the agenda, as presented. Vote 2-0; Aye-Hobiger, Simmons; No-None; Abstained-None; Absent-Rhoades. **Agenda** Motion #19.0313.1

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried, the Personnel Commission approved the consent agenda, as presented. Vote 2-0; Aye-Hobiger, Simmons; No-None; Abstained-None; Absent-Rhoades. **Consent Agenda** Motion #19.0313.2

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried, the Commission approved the Minutes of the Regular Meeting of February 13, 2019, as corrected. Vote 2-0: Aye-Hobiger, Simmons; No-None; Abstained-None; Absent-Rhoades. **Minutes** Motion #19.0313.3

There were no Commission comments. Commission Comments

There were no Public comments. Public Comments

There were no Public Hearings. Hearings

**Personnel Items**

Ms. Crocker reported that (1) Selection interviews for Campus Supervisor positions have been completed. Salary placements have been determined, and we are in process of making job offers with a start date of April 1. (2) SVUSD was allocated $122,449 from the State to administer professional development to classified employees. The District and CSEA are engaging in discussion regarding how these funds will be allocated. (3) The deadline for employees to apply for the Classified School Employee Summer Assistance Program was March 1. (4) Classified staff is happy to have Shira back. We also have an additional, short-term substitute assisting with CalPERS buy-backs and Campus Supervisor job offers. Director's Report

**General Items**

Ms. Crocker reported on the status of the 2018-2019 Personnel Commission budget. — 2018-2019 Budget Status

Ms. Crocker presented preliminary information regarding the 2019-2020 proposed budget. The first reading of the proposed budget will be scheduled for April 10, 2019. — 2019-2020 Budget Preliminary Information

Ms. Crocker offered information for discussion regarding the establishment of a new position in the Classified Personnel department. — Establishment of a New Position Discussion Only

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried, the Personnel Commission extended the current Eligibility List for Custodian I for two months, with a new expiration date of May 31, 2019.
Vote: 2-0; Aye-Hobiger, Simmons; No-None; Abstained-None; Absent-Rhoades. — Extend Custodian I Eligibility List Motion #19.0313.4

The Personnel Commission met in Closed Session at 6:39 P.M., in accordance with provisions in Government Code Section 54957: Public Employment Matters – Performance Evaluation, Director of Classified Personnel Services. — **CLOSED SESSION**

The Personnel Commission returned to Open Session at 7:21 P.M., and reported that no action was taken during Closed Session. — **RETURN TO OPEN SESSION**

Future Commission meeting dates were announced. — **INFORMATION**

A job opportunity was announced for: Maintenance Specialist-HVAC

Items for consideration at a future meeting include: — **FUTURE CONSIDERATION**
2019-2020 proposed budget - first reading;
Discussion of the status of the 2018-2019 budget; and
Establishment of a classification of Human Resources Analyst.

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried, the Personnel Commission adjourned the meeting at 7:22 P.M. Vote 2-0; Aye-Hobiger, Simmons; No-None; Abstained-None; Absent-Rhoades. — **ADJOURNMENT** Motion # 19.0313.5

Sherida Simmons, Chairperson

Kathleen Hobiger, Vice-Chairperson

*Absent 3/13/19*
Lori Rhoades, Member