SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

Floyd Binns Room
875 E. Cochran Street
Simi Valley, CA 93065

January 13, 2016
6:00 P.M.
Meeting # 802

Personnel Commission Members	Arrived
Sherida Simmons, Chairperson	6:01 P.M.
Kathleen Hobiger, Vice Chairperson	6:00 P.M.
Lori Rhoades, Member	6:00 P.M.

Staff Members	
Matt Spencer, Director, Classified Personnel Services	6:00 P.M.
Karen Burnside, Senior Administrative Assistant, Confidential	6:00 P.M.

Call to Order

The meeting was called to order at 6:00 P.M. by Kathleen Hobiger, Vice Chairperson.

Flag Salute

The flag salute was led by Ms. Hobiger.

Ms. Simmons took over the meeting at 6:02 PM.

Agenda
Motion #16.0113.1

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the agenda, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

Consent Agenda
Motion #16.0113.2

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the consent agenda, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

Minutes
Motion #16.0113.3

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Regular Meeting of December 9, 2015, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

Commission Comments

The Commission welcomed guests and wished everyone a happy new year.

Public Comments

Barbara Jarrard addressed the Commission and mentioned that her school site and others are having a problem getting clerical substitutes since many of the qualified current substitutes are being utilized in temporary long-term assignments. She asked the Commission to see what can be done.

Hearings

There were no Hearings.

PERSONNEL ITEMS

Director's Report

Dr. Spencer reported that Shira Yerushalmi, Rosa Hensley's replacement, started with the Classified office team last Thursday, January 7. The ladies in the office brought in breakfast items on Friday, and the staff enjoyed a nice welcome breakfast together in her honor. Shira is an excellent addition to the staff. She is well educated and experienced in the HR function and will be outstanding at her job, as was Rosa. Rosa was able to come in on Friday of last week and a few days this week to work with Shira in transition.

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved advanced step placement for Monte McCubbin, Systems Engineer, at Step 5 of Salary Range 145, by a vote of 3-0 as follows: Aye: Hobiger, Rhoades, Simmons; No: none; Abstained: none; Absent: none.

Advanced Placement
Systems Engineer
Motion #16.0113.4

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved advanced step placement for Shira Yerushalmi, Human Resources Assistant III, at Step 4 of Salary Range 85, by a vote of 3-0 as follows: Aye: Hobiger, Rhoades, Simmons; No: none; Abstained: none; Absent: none.

Advanced Placement
H.R. Assistant III
Motion #16.0113.5

GENERAL ITEMS

Dr. Spencer reported on the status of the 2015-2016 Commission Budget.

2015-2016 Budget Status

The Commission convened in Closed Session at 6:18 P.M., in accordance with provisions in Government Code Section 54957, Public Employment Matters; Director of Classified Personnel Services, Performance Evaluation.

CLOSED SESSION

The Commission reconvened in Open Session at 6:44 P.M., and reported that no action was taken during Closed Session.

RETURN TO OPEN SESSION

Future Commission meeting dates were announced.
There were no new job opportunities.

INFORMATION

Items for consideration at a future meeting include clerical substitutes.

FUTURE CONSIDERATION

On a motion by Ms. Hobiger seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 6:45 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-none; Abstained-none; Absent-none.

ADJOURNMENT
Motion # 16.0113.6

Sherida Simmons, Chairperson

Kathleen Hobiger, Vice-Chairperson

L. Rhoades

Lori Rhoades, Member