SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

May 3, 2023
5:00 P.M.
Meeting # 907

Personnel Commission Members	Arrived
Kathleen Hobiger, Chairperson	Absent
Lori Rhoades, Vice Chairperson	5:00 P.M.
Sandy Handin, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	5:00 P.M

The meeting was called to order at 5:00 P.M. by Lori Rhoades, Vice Chairperson. **Call to Order**

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

Agenda
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Agenda, as presented. Motion #23.0503.1
Vote 2-0; Aye- Handin and Rhoades; No-None; Abstained-None; Absent- Hobiger.

Consent Agenda
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Consent Agenda, as presented. Motion #23.0503.2
Vote 2-0; Aye- Handin and Rhoades; No-None; Abstained-None; Absent-Hobiger.

Minutes
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of April 12, 2023, as presented. Motion #23.0503.3
Vote 2-0; Aye- Handin and Rhoades; No-None; Abstained-None; Absent-Hobiger.

Commission Comments

Ms. Rhoades said she hopes Ms. Hobiger feels better.

Public Comments

There were no public comments.

Public Hearing

Final reading of the proposed annual budget of the Personnel Commission for Fiscal Year 2023-2024.

Personnel Items
Director's Report

Ms. Henson reported that the new Benefit Plans Coordinator will be starting mid May and the Systems Engineer at the end of May. She has received the Save the Date for 2024 CSPCA which will be held in Monterey. Ms. Henson and Shira have been working on the Paraeducator Special Education classification job study and have discussed financial ramifications of changes with Rod Todo, Dan Haughton, and Julie Ellis. Ms. Henson mentioned the district has had great substitutes lately and there has been an influx of resignations. Some of the substitutes were in filling it for the district receptionist vacancy. The job duties of the said position were discussed. The bulk of resignations are people moving out of state, retiring, getting medically laid off.

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Reallocation of Warehouse & Distribution Supervisor Classification on Salary Schedule, as presented.
Vote 2-0; Aye- Handin and Rhoades; No-None; Abstained-None; Absent-Hobiger.

Approval of Reallocation of Warehouse & Distribution Supervisor Classification on Salary Schedule Motion #23.0503.4

General Items

The 2022-2023 Budget was reviewed and discussed.

2022-2023 Budget Status

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the 2023-2024 Personnel Commission Budget, as presented.
Vote 2-0; Aye- Handin and Rhoades; No-None; Abstained-None; Absent-Hobiger.

2023-2024 Personnel Commission Budget- Final Reading and Adoption Motion #23.0503.5

Merit Rules updates were discussed.

Updating Merit Rules

Information

Future Commission meeting dates were announced:
May 24, 2023 ..... June 14, 2023..... July 12, 2023..... 5:00 p.m. Board Room

Meeting Dates

Job Opportunities were announced for: Library Assistant.

Job Opportunities

Future Consideration

No items for future consideration.

Adjournment

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 6:07 P.M.
Vote 2-0; Aye- Handin and Rhoades; No-None; Abstained-None; Absent-Hobiger.

Motion #23.0503.6.6

ABSENT
Kathleen Hobiger, Chairperson

L Rhoades
Lori Rhoades, Vice Chairperson

Sandy Handin, Member