

Regular Meeting of the Personnel Commission
BARSTOW UNIFIED SCHOOL DISTRICT
District Office Board Room
551 Avenue H, Barstow, CA 92311

MINUTES
Thursday, October 20, 2023

1. Call to Order: Vice Chairperson Olga Prindle called the regular meeting of the Personnel Commission to order at 3:30 p.m.
2. Pledge of Allegiance: Vice Chairperson Olga Prindle led the audience in the Pledge of Allegiance.
3. Roll Call/Establishment of Quorum: Vice Chairperson Olga Prindle, Commissioner Jason Gee *and Commissioner Ben Rosenberg were present.*

Observation of those in attendance: Director Duwel, Sr. Executive Assistant Christina Crain, CSEA President Renee Gonzales, HR Technician Maria Saucedo Cerda was present.

4. Public Comment: None.
5. Reports/Updates/Announcements:
 - a. Commissioner Reports: None at this time.
 - b. CSEA Updates: CSEA President Renee Gonzales informed she is reviewing the vacancy list. On the CSEA October meeting scheduled for next Thursday they will be ratifying the revised budget to account for the new monies of the increase. Opening floor for negotiations team for four slots plus the president, and also taking nominations for President, Secretary and Sergeant at Arms for a new two-year term. First informational meeting for Noon Duty Supervisors was held to let them know what it would take to become part of the bargaining unit. Another meeting will be scheduled in the future for a later time to move forward with the next step if that is something the Noon Duty Supervisors would like to do.
 - c. District Updates: Assistant Superintendent Jorge Gutierrez informed negotiations have closed, and salary schedule is on the board agenda and currently working with Fiscal Services to make sure everyone will get paid on time. Looking forward continuing working with the union to move forward. There are new security positions on the upcoming board to help increase the support to the school sites.

d. Director Report:

Director Duwel gave a breakdown of total classified employees.

Director Duwel introduced Monique Hodge as the new Executive Assistant for Personnel Services. Patty asked Renee how many Noon Duty Supervisors attended the meeting, and Renee responded that 15 out of estimated 35 and 13 of those 15 were interested in moving forward and becoming part of the membership. Mr. Ben Rosenberg asked what is required to move forward? Renee informed that the requirement is 50% membership applications in hand before it can be brought into the bargaining unit. Director Duwel informed that she has attended a couple of career fair's recently on September 28, San Bernardino County Work Force at Victor Valley Mall. Earlier this week Patty and Mr. Gutierrez attended a career fair at Barstow Community College sponsored by **Barstow Marine Corps Logistics** Base. On October 26 is another career fair scheduled to be held at Cora Harper Center sponsored by San Bernardino County Workforce /Barstow Chamber of Commerce. Director Duwel shared she is scheduled to attend the California Schools Joint Power Authority conference on November 5-7. Make-up days for BUSD Employee ID Badges is on November 1 & 15 from 2:00 pm to 3:00 in the board room.

6. Adoption of the Agenda:

7. a. First Reading of the 2022/2023 Personnel Commission Annual Report (Draft)
Motion to move to the next meeting for Second Reading and approval.

M: B. Rosenberg S: J. Gee
Ayes: 3 Nays:0

Consent/Action/Conference Session

8. Consent List:

- a. Approve the Minutes of August 10, 2023 – Regular Meeting
- b. Approve the Minutes of September 14, 2023 – Regular Meeting
- c. Ratify the Eligibility List – Director, Facilities, Maintenance, Operations
- d. Ratify the Eligibility List – Secretary

J. Gee would like to pull Item c to discuss the veteran points. Director Duwel informed Veteran Points assigned are similar to seniority points for internal employees. In an Entry Level recruitment Veterans credits are dictated by the Federal Government with Veterans receiving 5 preference points, and Disabled Veteran receives 10 preference points.

M: J. Gee S: B. Rosenberg
Ayes:3 Nays: 0

9. Conference/Action Items: -

a) Election of Officers

Ben Rosenberg made a motion to select Chair -Olga Prindle and Vice Chair for Jason Gee.

Olga Prindle informed she would rather not be the Chair at this time.

Jason Gee shared that Mr. Rosenberg has more experience at running the meetings and would like to learn from him if it's something he is interested in.

J. Gee made a motion for Mr. Rosenberg for Chair and Jason Gee for Vice Chair.

Ayes: 3 Nays: 0

b) Request for Advanced Step Placement (CMCSS Range 59/Step 3) for Mr. David Hooker, Director – Facilities, Maintenance and Operations.

Commissioner Gee stated he feels Mr. Hooker is qualified for the position; his question is how the step placement is determined. Director Duwel informed that it has been past practice that the district match the current salary from previous employer. Commissioner Prindle asked if Step 3 is the maximum step increase, Director Duwel responded that advanced step placement can go from step 1-5 leaving employees room to grow. Director Duwel introduced Mr. Hooker. Commissioner Prindle asked if Mr. Hooker would like to share anything. Mr. Hooker introduced himself, shared his Military experience and experience in working at Fort Irwin and is looking forward to bringing his experience to Barstow Unified School District.

M: B. Rosenberg S: J. Gee
Ayes: 3 Nays: 0

10. Closed Session: None at this time

11. Adjournment. There being no further business to come before the Commission, it is recommended that the meeting be adjourned.

Adjourned Time: 3:52 p.m.

Respectfully submitted by:



Patricia L. Duwel
Secretary to the Personnel Commission
PD: ms