

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
REGULAR PERSONNEL COMMISSION MEETING  
1525 W. Highland Ave.  
San Bernardino, CA 92411**

**MINUTES  
July 11, 2024 at 5:30 p.m.**

**A. PRELIMINARY FUNCTIONS:**

1. Call to Order  
The regular meeting of the Personnel Commission was called to order at 5:30 p.m.
2. Pledge of Allegiance
3. Roll Call

Members: Ms. Valeria Dixon, Chairperson  
Mr. Michael Salazar, Vice Chairperson  
Mr. George Bohn, Member

Staff: Ms. Irma Garcia, Personnel Director  
Mrs. Tamara Booker, Personnel Analyst  
Ms. Nersidalia Garcia, Secretary III

4. Approval of Agenda

Ms. Dixon moved to approve the agenda. Mr. Salazar second the motion. Motion carried.

5. Approval of Minutes

Ms. Dixon moved to approve the minutes from the June 12, 2024, Regular Personnel Commission meeting. Mr. Bohn second the motion. Vote: 2 ayes, 1 abstention. Motion carried.

**B. PUBLIC COMMENTS:**

Michelle Anweiler-Alvarado, Recreation Aide applicant, addressed the Commission on the recent removal from the eligibility list due to background. She indicated being denied employment based on something that happened in 2005-2006; she has been clean for over 10 years. Ms. Anweiler-Alvarado mentioned she should not be denied for something that happened in her twenties. She can offer references showing that she is a good fit for the job.

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*In compliance with Government Code §54957.5, any public records, which can be disclosed, related to an open session item on the agenda that have been submitted to the Commission are available for public inspection in the Personnel Commission office during normal business hours, no sooner than 72 hours prior to the meeting. A copy of a previous month's agenda and attachments may be requested by email communication to the Director at any time.*

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Julio Lopez, Custodial Supervisor applicant, addressed the Commission on the application disqualification. Mr. Lopez thanked the Commission for the opportunity to speak regarding the employment application for Custodial Supervisor. He expressed respect for the Commission standards and procedures to ensuring the most qualified candidates are selected for the position. He understands the importance of the criteria used and what is involved. He indicated that on the original application the experience was outlined specific to the custodial field, highlighting 10 years at CSU Pomona as a lead custodian for nearly two (2) years. Mr. Lopez mentioned he served in the role as the head of the division for the MCC Thrift Store. He added that for another two years, he led a team performing various tasks maintaining cleanliness and safety around the store; it was a role that required daily oversight, coordination of tasks and direct involvement in custodial duties, outlined closely with the responsibility's duties of the supervisor position. He indicated that he recognized that his description of the role may have been a bit too concise which led to an underestimation of the relevant experience gained during that period. Mr. Lopez respectfully requests reconsideration of his application and the full scope of his leadership and custodial experience. Mr. Lopez shared his commitment to maintaining high standards of cleanliness and safety in the education and public service. He is enthusiastic about the possibility of bringing his skill set and dedication to the San Bernardino City Unified School District. He thanked the Commission for their time and consideration.

Henry Perez, Custodial Supervisor applicant, addressed the Commission on the application disqualification. Mr. Perez thanked the Commission for their as well and hopes to have his application reconsidered. He indicated that his application described his past experience; He held a general manager position for a company called Equinox in New York City. With this employer, one of the main duties was to oversee the custodial department and the maintenance team. Mr. Perez indicated that his application was denied because they did not see that he possessed the knowledge for custodial or supervisor education. He hopes that the Commission reconsiders his application. He wanted to be present to appeal and express that he is a professional who does top-notch work. Ms. Dixon inquired about the education requirement. Mr. Perez stated that staff indicated that they cannot see if I completed my GED or High School Diploma; but it shows on my resume; I thought that was an oversight, but it is there.

**C. CONSENT ACTION ITEMS:**

Ms. Dixon moved to approve the Consent Action Items. Mr. Bohn second the motion. Motion carried.

**D. INFORMATION ITEMS AND REPORTS:**

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PC Staff Retreat

Ms. Irma Garcia provided the Commission with a brief update on the staff retreat. The team focused on teambuilding. The team was very pleased with the turnout. The team had the opportunity to build relationships with one another; get away from the office; and help to stay positive and working together. Since then we have implemented some changes to increase communication, staying connected, and continue to build on the teamwork. We are considering an annual retreat for staff as it was a positive experience for the team.

**E. DISCUSSION:**

The next Personnel Commission meeting will be held in person on Wednesday, August 7, 2024, at 5:30 p.m., at 1525 W. Highland Ave., San Bernardino, CA 92411.

**F. COMMENTS FROM THE PERSONNEL COMMISSIONERS:**

Mr. Bohn shared that he is pleased to hear that the team has implemented some change after the retreat; that is impressive.

Mr. Salazar thanked the staff for all of their hard work. The team really does work hard; there is no other way to get the kind of bonding that you get from a staff retreat, it is a different dynamic. He is glad that the team really got a lot out of it as he is an advocate for the annual staff retreat. Thanks for sharing the experience with us.

Ms. Dixon mentioned that she hears concerns with how long it takes to fill position and wished the team had more staff. The staff retreat was positive and enlightening. The team implemented daily standing meetings. Ms. Dixon shared that she attended funeral service from a former School Police Officer that served over 30 years in our school district. Mr. Danny Tillman, Board President, and the Mayor for the City of San Bernardino read a resolution.

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**G. CLOSED SESSION:**

The Commission adjourned to closed session at 5:45 p.m. to discuss:

Pursuant to California Government Code §54956.9 and §54957:

1. Consideration of legal matters coming within the purview of the attorney/client relationship.
2. Consideration of appointment, employment, dismissal, or evaluation of an employee.
  - a. Applicant #24-0711-01
  - b. Applicant #24-0711-02
  - c. Applicant #24-0711-03
  - d. Applicant #24-0711-04
  - e. Applicant #24-0711-05
  - f. Applicant #24-0711-07
  - g. Applicant #24-0711-08
  - h. Applicant #24-0711-09
  - i. Employee #24-0612-08

The Commission reconvened to open session at 7:05 p.m. and reported on the following action(s) taken in closed session.

- a. Applicant #24-0711-01 – Appeal Denied
- b. Applicant #24-0711-02 – Appeal Tabled
- c. Applicant #24-0711-03 – Appeal Tabled
- d. Applicant #24-0711-04 – Appeal Denied
- e. Applicant #24-0711-05 – Appeal Denied
- f. Applicant #24-0711-07 – Appeal Denied
- g. Applicant #24-0711-08 – Appeal Denied. Vote: 2 ayes, 1 abstention.
- h. Applicant #24-0711-09 – Appeal Denied
- i. Employee #24-0612-08 – No action taken.

**H. ADJOURNMENT:**

The Commission adjourned the meeting at 7:07 p.m.

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