

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

**MINUTES
September 19, 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 – not present
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
Mr. Salazar moved to approve the agenda. Mr. Bohn second the motion. Motion carried.
5. Approval of Minutes

Mr. Salazar moved to approve the minutes from the August 7, 2024, Regular Personnel Commission meeting. Mr. Bohn second the motion. Mr. Salazar moved to table the minutes until the next Regular Personnel Commission meeting. Mr. Bohn second the motion. Motion carried.

B. PUBLIC COMMENTS:

Michelle Jimenez, District Employee, addressed the Commission on the recent disqualification for Human Resources Specialist (Substitute Staffing). Currently she is working as a Secretary III for the Human Resources Certificated Department. Michelle shared that she applied for the Human Resources Specialist (Substitute Staffing) position and was sent a disqualification letter stating that she did not have the required experience. She is here to appeal the decision to the Commission. She stated she has 2.5 years of current experience and prior to this job she worked at Wells Fargo. She shared concern as her current job is Secretary III at the Human Resources Certificated department and shared the qualities and experience she has for the positions. She wanted to share that she wholeheartedly knows and believes she qualifies for the position. She asked to be given the opportunity to take the exam and let the exam results say if she passed or not.

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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Mr. Salazar asked if she worked for Human Resources at Wells Fargo. Michelle explained that she was working as a supervisor for a branch teller, she would hire the tellers, which was still part of the Human Resources hiring process.

C. CONSENT ACTION ITEMS:

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

D. ACTION ITEMS:

1. First Reading to the revisions of the following Personnel Commission Rule(s):

17.3.6 Confidential Employee Increment:

Amendments to increase longevity increments from 2% to 3%.

Mr. Salazar moved to discuss the First Reading to the revisions of Personnel Commission Rule 17.3.6. Mr. Bohn second the motion.

Ms. Irma Garcia shared a brief update on the First Reading pertaining to Personnel Commission Rule 17.3.6 revisions. The District requested the revisions to increase longevity increments from 2% to 3%. The revisions will only apply to designated Confidential Employees.

E. DISCUSSION:

The next Personnel Commission meeting will be held in person on Wednesday, October 9, 2024, at 5:30 p.m., at 1525 W. Highland Ave., San Bernardino, CA 92411.

F. COMMENTS FROM THE PERSONNEL COMMISSIONERS:

None

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G. CLOSED SESSION:

The Commission adjourned to closed session at 5:41 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. Employee #24-0612-08
 - b. Applicant #24-0912-01
 - c. Applicant #24-0912-02
 - d. Applicant #24-0912-03
 - e. Applicant #24-0912-04
 - f. Applicant #24-0912-05
 - g. Applicant #24-0912-06
 - h. Applicant #24-0912-07
 - i. Applicant #24-0912-08
 - j. Applicant #24-0912-09

The Commission reconvened to open session at 6:54 p.m. and reported on the following action(s) taken in closed session.

- a. Employee #24-0612-08 - The Commission unanimously sustained the Hearing Officer's recommendation and denied the appeal.
- b. Applicant #24-0912-01 - Denied
- c. Applicant #24-0912-02 - Denied
- d. Applicant #24-0912-03 - Denied
- e. Applicant #24-0912-04 - Denied
- f. Applicant #24-0912-05 - Denied
- g. Applicant #24-0912-06 - Denied
- h. Applicant #24-0912-07 - Denied
- i. Applicant #24-0912-08 - Denied
- j. Applicant #24-0912-09 - Denied

H. ADJOURNMENT:

The Commission adjourned the meeting at 6:56 p.m.