SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

April 9, 2025
5:00 P.M.
Meeting # 932

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

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

Call to Order

The meeting was called to order at 5:03 P.M. by Sandy Handin, Chairperson.

Flag Salute

The flag salute was led by Ms. Handin.

Agenda
Motion #25.0409.1

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

Consent Agenda
Motion #25.0409.2

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

Minutes
Motion #25.0409.3

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission approved the Minutes of the Regular Meeting of March 12, 2025, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent- Rhoades.

Commission Comments

The commissioners discussed insights from CSPCA Conference.

Public Comments

No comments.

Personnel Items
Director's Report

Ms. Henson discussed recent passings, CSPCA Conference, recruitment trends and challenges especially when the number of candidates qualified for multiple steps of recruitment is high, Extended School Year (ESY), and recent career fairs at CLU and Moorpark College.

Approval of a Resolution in Honor of Classified School Employees Week
Motion #25.0409.4

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission approved a Resolution in Honor of Classified Employees Week, May 18-24, 2025, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent-Rhoades.

General Items

The 2024-2025 Budget Status was reviewed and discussed. — 2024-2025 Budget Status

The 2025-2026 Personnel Commission Budget was reviewed and discussed. — 2025-2026 Personnel Commission Budget-First Reading

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission approved the 2025-2026 Personnel Commission Budget Public Hearing to be held on May 21, 2025 in conjunction with the Regular PC Meeting on that date.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent-Rhoades. — Scheduling of the 2025-2026 PC Budget Public Hearing Motion #25.0409.5

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission approved Revision of Classification of Maintenance Manager, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent-Rhoades. — Revision of Classification of Maintenance Manager Motion #25.0409.6

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission approved Adoption of Classification of Bus Driver Trainee, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent-Rhoades. — Adoption of Classification of Bus Driver Trainee Motion #25.0409.7

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission approved Adoption of Classification of Data Systems Analyst, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent-Rhoades. — Revision of Classification of Data Systems Analyst Motion #25.0409.8

Information

Future Commission meeting dates were announced:
May 21, 2025 ..... June 11, 2025..... July 16, 2025..... 5:00 p.m. Board Room — Meeting Dates

Occupational Therapist; Physical Therapist. — Job Opportunities

Future Consideration

Budget.

Adjournment

On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission adjourned the meeting at 5:59 P.M. — Motion #25.0409.9
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent-Rhoades.

Sandy Handin, Chairperson

Kathleen Hobiger, Vice Chairperson

ABSENT
Lori Rhoades, Member