

**SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
SPECIAL PERSONNEL COMMISSION MEETING
October 20, 2025 – 2:00 p.m.
1525 W. Highland Ave.
San Bernardino, CA 92411**

MINUTES

A. PRELIMINARY FUNCTIONS:

1. Call to Order:

The special meeting of the Personnel Commission was called to order at 2:00 p.m.

2. Pledge of Allegiance

3. Roll Call:

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

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

4. Approval of Agenda:

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

B. PUBLIC COMMENTS:

None

C. ACTION ITEMS:

1. Approval of Revisions to the Classification Specification - Public Safety Communications Supervisor, Management Salary Range 16.

Ms. Dixon moved to approve the revisions to the classification specification for Public Safety Communications Supervisor, Management Salary Range 16. Mr. Bohn second the motion.

Ms. Irma Garcia briefly shared with the Commission that the Public Safety Communications Supervisor classification specification revisions pertain to the supervision section, minimum qualifications, working environment, physical level/ADA, probationary period, and made some formatting updates. She also informed the Commission that the recruitment will be posted soon.

Motion carried.

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2. Approval of Revisions to the Classification Specification - School Police Chief, Management Salary Range 70.

Ms. Dixon moved to approve the classification specification for School Police Chief, Management Salary Range 70. Mr. Bohn second the motion.

Ms. Irma Garcia briefly shared with the Commission that the School Police Chief classification specification revisions pertain to the minimum qualification section as it will provide opportunities to positions such as School Police Sergeants. The School Police Department has three (3) levels management, School Police Chief, Assistant School Police Chief and School Police Sergeant. The Commission had discussion regarding other positions within the School Police Department that may qualify for a position at this level.

Motion carried.

D. DISCUSSION:

The next Regular Personnel Commission Meeting will be held in person on Thursday, November 6, 2025, at 5:30 p.m., at 1525 W. Highland, Ave., San Bernardino, CA 92411.

Mr. Bohn shared that he will not be available on November 6, 2025. Ms. Dixon asked staff to verify with Mr. Salazar and his availability.

E. ADJOURNMENT:

The Commission adjourned the meeting at 2:15 p.m.