Floyd Bims Room  
875 E. Cochran Street  
Simi Valley, CA 93065  

October 14, 2015  
6:00 P.M.  
Meeting # 799

Personnel Commission Members  
Sherida Simmons, Chairperson  
6:00 P.M.  
Kathryn Musselman, Vice Chairperson  
6:00 P.M.  
Kathleen Hobiger, Member  
6:00 P.M.

Staff Members  
Matt Spencer, Director, Classified Personnel Services  
6:00 P.M.  
Karen Burnside, Senior Administrative Assistant, Confidential  
6:00 P.M.

The meeting was called to order at 6:00 P.M. by Sherida Simmons, Chairperson.

The flag salute was led by Ms. Simmons.

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Personnel Commission approved the agenda, as amended (Personnel Item III.D. salary range change), by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstained-None, Absent-None.

On a motion by Ms. Hobiger, seconded by Ms. Musselman and carried, the Personnel Commission approved the consent agenda, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstained-None; Absent-None.

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Regular Meeting of September 9, 2015, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstained-Ncne; Absent-None.

There were no Commission comments.

Jim Jarrard, CSEA President, introduced Lori Rhoades, the CSEA nominee to the Personnel Commission. Mr. Jarrard thanked Ms. Musselman, who will be the outgoing Commissioner, for her service to the Commission and to CSEA and stated that she will be greatly missed when her term ends in December. Ms. Rhoades addressed the Commission and guests and wished Ms. Musselman well in her retirement.

There were no Hearings.

Dr. Spencer shared that he sent his usual end-of-week communication to the Commissioners last Friday. The purpose of this report is to keep the Commissioners abreast of happenings in the office, and stated that there is nothing new to report since his communiqué.
On a motion by Ms. Hobiger, seconded by Ms. Musselman and carried, the Commission approved reclassification of the district office day Custodian I to Custodian II (range 77), effective October 15, 2015; by a vote of 3-0 as follows: Aye - Hobiger, Musselman, Simmons; No - None; Abstained – None; Absent – None.

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Commission approved the title and salary range change of District Registrar at salary range 140, to Student Data Systems Specialist at a salary range of 134; by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstain-None; Absent-None.

The Commission, by a vote of 3-0 against, did not approve the recommendation to increase the salary range for Certified Educational Sign Language Interpreter from range 95 to 111 and stated that the increase should have been more in line with Conejo Valley USD; by a vote of 0-3 as follows: Aye – None; No – Hobiger, Musselman, Simmons; Abstain – None; Absent – None.

On a motion by Ms. Hobiger, seconded by Ms. Musselman and carried, the Commission approved a change in salary range for Systems Engineer from range 142 145; by a vote of 3-0 as follows: Aye – Hobiger, Musselman, Simmons; No – None; Abstain – None; Absent: – None.

Dr. Spencer reported on the status of the 2015-2106 Commission Budget (Information) 2015-2016 Budget Status

On a motion by Ms. Hobiger, seconded by Ms. Musselman and carried, the Commission approved continue IPMA membership, by a vote of 3-0 as follows: Aye – Hobiger, Musselman, Simmons; No – None; Abstain – None; Absent - None.

Future Commission meeting dates were announced.

Job opportunities were announced for: Account Clerk II; Accounting Technician Special Funds; Director of Purchasing Services; District Registrar; Food Services Delivery Specialist; Paraeducator; Paraeducator II Special Education; Secretary; Systems Engineer.

There were no items for future consideration.

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:46 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; Absent-none; No-none; Abstained-none.

GENERAL ITEMS

INFORMATION

FUTURE CONSIDERATION

ADJOURNMENT