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

The flag salute was led by Ms. Rhoades.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission approved the agenda, as presented. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

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

The Commission went into Closed Session at 6:03 P.M., in accordance with provisions of Government Code Section 54957, Public Employment Matters; Public Employee Appointment-Applicant Appeal from Rejection.

The Commission returned to Open Session at 6:37 P.M. and reported that they unanimously upheld the director’s decision to reject the application and that Ms. Crocker will advise the applicant of the decision via letter. Vote 3-0; Aye-Hobiger, Rhoades Simmons; No-None; Abstained-None; Absent-None.

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Commission approved the Minutes of the Regular Meeting of May 9, 2018. Vote 2-1: Aye-Hobiger, Rhoades; No-None; Abstained-Simmons (absent May 9).

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Commission approved the Minutes of the Special Meeting of May 31, 2018. Vote 3-0: Aye – Hobiger, Rhoades, Simmons; No-None; Abstained-None.

The Commission acknowledged the passing of Phyllis Robinson, retired SVUSD employee.

There were no public comments.

There were no public hearings.
Ms. Crocker reported that (1) school resumes next week, and the Classified Personnel Department is working to ensure the sites are appropriately staffed for the beginning of the school year; (2) the temporary administrative services assistant hired in the department has been a tremendous help; (3) Karen Burnside will conduct Personnel Commission meetings while she (Ms. Crocker) is on leave; and (4) reported on the status of the classification study.

Ms. Crocker reported on the status of the 2018-2019 Commission Budget.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission approved a revision to the minimum qualifications in the job description for Human Resources Assistant II. Vote: 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission approved a revision to the minimum qualifications in the job description for Paraeducator-Visually Impaired. Vote: 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission approved a new classification and job description for Payroll Supervisor, as amended. Vote: 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission approved a new classification and job description for Emergency Services and Safety Coordinator. Vote: 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Annual Report for Fiscal Year 2017-2018. Vote: 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

Future Commission meeting dates were announced.

Job opportunities were announced for: Adult Education Instructional Assistant-Business & Computer Tech; Custodian II; Paraeducator; Paraeducator-Deaf or Hard of Hearing; Paraeducator-Visually Impaired; School Services Assistant III.

There were no items for consideration at a future meeting.

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 7:15 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.