SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

January 13, 2016
6:00 P.M.
Meeting # 802

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

Personnel Commission Members
Sherida Simmons, Chairperson Arrived 6:01 P.M.
Kathleen Hobiger, Vice Chairperson 6:00 P.M.
Lori Rhoades, 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 Kathleen Hobiger, Vice Chairperson.

The flag salute was led by Ms. Hobiger.

Call to Order
Flag Salute

Ms. Simmons took over the meeting at 6:02 PM.

Agenda
Motion #16.0113.1

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

Consent Agenda
Motion #16.0113.2

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

Minutes
Motion #16.0113.3

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

The Commission welcomed guests and wished everyone a happy new year.

Commission Comments

Barbara Jarrard addressed the Commission and mentioned that her school site and others are having a problem getting clerical substitutes since many of the qualified current substitutes are being utilized in temporary long-term assignments. She asked the Commission to see what can be done.

Public Comments

There were no Hearings.

Hearings

PERSONNEL ITEMS

Dr. Spencer reported that Shira Yerushalmi, Rosa Hensley's replacement, started with the Classified office team last Thursday, January 7. The ladies in the office brought in breakfast items on Friday, and the staff enjoyed a nice welcome breakfast together in her honor. Shira is an excellent addition to the staff. She is well educated and experienced in the HR function and will be outstanding at her job, as was Rosa. Rosa was able to come in on Friday of last week and a few days this week to work with Shira in transition.

Director's Report
On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved advanced step placement for Monte McCubbin, Systems Engineer, at Step 5 of Salary Range 145, by a vote of 3-0 as follows: Aye: Hobiger, Rhoades, Simmons; No: none; Abstained: none; Absent: none.

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved advanced step placement for Shira Yerushalmi, Human Resources Assistant III, at Step 4 of Salary Range 85, by a vote of 3-0 as follows: Aye: Hobiger, Rhoades, Simmons; No: none; Abstained: none; Absent: none.

Dr. Spencer reported on the status of the 2015-2016 Commission Budget.

The Commission convened in Closed Session at 6:18 P.M., in accordance with provisions in Government Code Section 54957, Public Employment Matters; Director of Classified Personnel Services, Performance Evaluation.

The Commission reconvened in Open Session at 6:44 P.M., and reported that no action was taken during Closed Session.

Future Commission meeting dates were announced.
There were no new job opportunities.

Items for consideration at a future meeting include clerical substitutes.

On a motion by Ms. Hobiger seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 6:45 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-none; Abstained-none; Absent-none.

Sherida Simmons, Chairperson
Kathleen Hobiger, Vice-Chairperson
Lori Rhoades, Member