SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

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

December 9, 2015
6:00 P.M.
Meeting # 801

Personnel Commission Members
Sherida Simmons, Chairperson
Kathleen Hobiger, Member
Lori Rhoades, Member

Arrived
6:00 P.M.
6:00 P.M.
6:00 P.M.

Staff Members
Matt Spencer, Director, Classified Personnel Services
Karen Burnside, Senior Administrative Assistant, Confidential

6:00 P.M.
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.

Call to Order
Flag Salute

On a motion by Ms. Hobiger, seconded by Ms. Rhoades 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.

Agenda
Motion #15.1209.1

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.

Consent Agenda
Motion #15.1209.2

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of November 18, 2015, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

Minutes
Motion #15.1209.3

The Commission welcomed Ms. Rhoades as its newest member. They also wished happy holidays to everyone. Ms. Rhoades commented that she is glad to be on board as a Personnel Commissioner and hopes to serve our district well.

Commission Comments

There were no public comments.

Public Comments

There were no Hearings.

Hearings

PERSONNEL ITEMS

Dr. Spencer reported that (1) As I shared with the Commission at the November meeting, Rosa Hensley, who serves as a Human Resource Assistant III in the Classified Personnel Department, had announced retirement for the end of December. A drop-in retirement celebration is planned for Rosa on Wednesday, December 16, from 1:00 to 4:00 PM in the Classified Personnel Office. (2) The hiring processes leading to the selection of a replacement for Rosa is under way. Qualification Appraisal Interviews were held this morning, and the top three ranks have been identified. Final selection interviews will be held on Friday morning, December 11. Reference checks will follow, leading to an offer of employment. I will keep the Commission informed as the selection process for Rosa’s replacement unfolds.

Director’s Report
Personnel Commission Minutes for December 9 2015, continued

Dr. Spencer reported on the status of the 2015-2106 Commission Budget.

GENERAL ITEMS
2015-2016 Budget Status

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Commission elected Sherida Simmons as Chairperson of the Personnel Commission for a one-year term commencing at the first meeting held in January, 2016; 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. Simmons and carried, the Commission elected Kathleen Hobiger as Vice Chairperson of the Personnel Commission for a one-year term commencing at the first meeting held in January, 2016; by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

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

There were no items for consideration at a future meeting.

FUTURE CONSIDERATION

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:08 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

INFORMATION

ADJOURNMENT
Motion # 15.1209.6

Kathleen Hobiger, Chairperson

Lori Rhoades, Member