

**Minutes of the Regular Meeting of the Personnel Commission
Wednesday, June 11, 2008**

- Members Present:** Commissioners Cortez, Gabrielson, Santora
- Members Absent:** None
- Commission Staff Present:** Sharon Lampel, Assistant Superintendent, Personnel Services
Laura Calif, Classified Personnel Assistant
- Others Present:** Nora Atkinson, Liz Azvill, Sue Brosnan, Diane Carte, Julie Glenn, Sandy Hitchcock, Diane Kleinschmidt, Bev Kral, Cheryl Lackey, Doug Marr (SEIU President), Lori McNally, Cindy Ornellas (CSEA President) Carol Racanelli, Charlene Rickle, Neva Rowden, Steven Uyeno

Commissioner Gabrielson called the meeting to order at 5:04 p.m.

When there is a need for the Chairperson to pass the gavel to a Commissioner, this action shall be automatic without need for a formal motion.

Roll Call

Commissioners Cortez, Gabrielson, and Santora were in attendance.

Flag Salute

Commissioner Gabrielson led the Pledge of Allegiance.

Minutes

Upon a motion by Commissioner Cortez, seconded by Commissioner Santora, the minutes of the Regular Meeting held on May 14, 2008 and the Special Meeting held on May 29, 2008 were approved.

Ayes:

Noes:

Abstentions:

Examinations

Upon a motion by Commissioner Santora, seconded by Commissioner Cortez, the Commission approved the following examinations:

- ◆ Attendance Technician (Open Competitive; 50% written, 50% oral)
- ◆ Campus Security Officer (Open Competitive; 50% written, 50% oral)
- ◆ Office Manager (Open Competitive; 50% written, 50% oral)

Eligibility Lists

Upon a motion by Commissioner Cortez, seconded by Commissioner Santora, the Commission approved the following eligibility lists:

- ◆ Administrative Secretary II - Confidential (Open Competitive; SLMA)

Expiring Eligibility Lists

Upon a motion by Commissioner Cortez, seconded by Commissioner Santora, the Commission approved the following eligibility lists to be extended:

- ◆ Building Maintenance Specialist (Established 1/25/08; Extended until 1/25/09)
- ◆ Custodian (Established 6/25/07; Extended until 9/25/08)
- ◆ Library Media Technician (Established 12/20/07; Extended until 12/20/08)
- ◆ Senior Office Assistant (Established 1/10/08; Extended until 1/10/09)

Public Hearing – 2008-2009 Personnel Commission Budget

After a discussion of the budget, a motion by Commissioner Santora, seconded by Commissioner Cortez, the Commission approved the 2008-2009 Personnel Commission Budget.

Review/Approval of 2008 – 2009 Personnel Commission Meeting Dates

Upon a motion by Commissioner Cortez, seconded by Commissioner Santora, the Commission approved the 2008-2009 Personnel Commission Meeting Dates.

Approve Essential Duties for School Community Liaison (Bilingual)

After a discussion of the essential duties, a motion by Commissioner Santora, seconded by Commissioner Cortez, the Commission approved the essential duties for School Community Liaison (Bilingual).

Review/Approval of changes to Rules and Regulations

This item was tabled until the next meeting.

Items for the Floor

Celeste Moniz, Instructional Assistant at Bay Elementary School expressed concerns regarding her position. The following employees spoke in support to Celeste Moniz: Julie Glenn-Juuko, Cheryl Lackey, Cindy Ornellas, Cheryl Racanelli.

Report from the Assistant Superintendent, Personnel Services

Ms. Lampel wished everyone to have a wonderful summer.

Future Meeting Date

The date for the next regular meeting will be held on Wednesday, August 13, 2008, at 5:00 p.m. in the District Office Conference Room.

Adjournment

Commissioner Gabrielson adjourned the meeting at 5:42 p.m.