

Personnel Commission Special Meeting Minutes

March 4, 2014 4:30PM

1. Call to Order

The meeting was called to order at 4:30pm

2. Roll Call & Establishment of Quorum

Chairperson Carter, Vice-Chairperson Aoyagi and Commissioner Lee were present and a quorum was established.

3. Swearing in of a Personnel Commissioner

Beatriz Leyva-Culter administered the oath of allegiance to Dan Lee.

4. Public Comments (15 minute limit)

Paula Phillips, President, BCCE, commented that Ewing, the consultant for the classification and compensation study, has presented information regarding the compensation study to Secretary Perez and that information has been shared with the District, but not the union.

Marsha Montgomery, School Safety Officer, commented that several

- c) Maura Blanco and Maria Romo, Secretary
Accepting the consultant's recommendation of School Administrative Assistant – Childhood Development
Approved: 3-0

- d) Bernadette Cormier, Transportation Manager
Accepting the consultant's recommendation of Transportation Manager
Approved: 3-0

- e) Soon Hwang, Senior Budget Analyst, Confidential
Accepting the consultant's recommendation of Budget Analysis II, Confidential
Approved: 3-0

- f) George Duncan, General Maintenance Worker
No action was required. Employees concerns were identified and corrected in updated job description.
Other concerns were noted to be outside of the Personnel Commission's purview.

- g) Pamela Goo, Supervisor, Risk Management, Workers Compensation, Benefits
Accepting the consultant's recommendation of Supervisor, Risk Management, Workers Compensation,
Benefits
Opposed: 3-0

Motion to change classification to Manager, Risk Management, Workers Compensation, Benefits
Approved: 3-0

h)

n) Marsha Montgomery, School Safety Officer

Per the request of the Personnel Commission, Secretary Perez will verify the licensing requirements of the School Safety Officer.

Accepting the consultant's recommendation of School Safety Officer title, but have further review of the job description.

Approved: 3-0

6. Public Comments (15 minutes)

In response to President Phillips' inquiry, Chairperson Carter commented that actions taken by the Commission this evening were to approve the titles and job descriptions of the appealed classifications.

Mark Griffin, School Safety Officer, inquired about the uniform requirements for the School Safety Officer. Chairperson Carter stated that the School Safety Officer job description is still under review.

In response to Latanja Chambers, Administrative Assistant, Chairperson Carter stated that President Phillips had presented Ms. Chambers' appeal on her behalf.

Soon Hwang, Senior Budget Analyst, asked how her position was compared with other districts. Ms. Hwang stated that her position is unique and no other district has a comparable position. Per the request of Vice-Chairperson Aoyagi, Secretarwaoi