



La Mesa-Spring Valley Schools
Personnel Commission

Regular Meeting

Thursday, March 21, 2019 2:00 p.m.

Education Service Center

Board Room

4750 Date Avenue, La Mesa, CA 91942

**La Mesa-Spring Valley Schools, Personnel Commission Regular Meeting
Thursday, March 21, 2019 2:00 p.m.**

OPENING PROCEDURE

1. The meeting of March 21, 2019 was called to order at 2:00 p.m. by Commissioner Monjazeab.

2. Commissioner Roll Call/Establishment of a Quorum

Arashmidos Monjazeab, Chair	x	present	<input type="checkbox"/>	absent
Steve Babbitt, Vice Chair	x	present	<input type="checkbox"/>	absent
Patricia Ridenour	x	present	<input type="checkbox"/>	absent

3. Pledge of Allegiance

The Pledge of Allegiance was led by Babbitt.

ACTION SESSION

4. Approve the Agenda of the March 21, 2019 Regular Meeting as amended.

Motion by Babbitt, second by Ridenour. Motion passed unanimously.

5. Approve the Minutes of the February 21, 2019 Regular Meeting.

Motion by Ridenour, second by Babbitt. Motion passed unanimously.

6. Approve the Minutes of the September 21, 2017 Regular Meeting as Amended

Motion by Ridenour, second by Monjazeab. Motion passed unanimously.

7. Approve the Following Examination Announcements

- Business Services & Budget Analyst (promotional-only)
- Director, Fiscal Services (promotional-only)
- District Translator/Interpreter (promotional-only)
- Maintenance, Operations, & Facilities Assistant
- Office Assistant II (promotional-only)

Motion by Babbitt, second by Ridenour. Motion passed unanimously.

8. Approve the Following Eligibility Lists

- Campus Attendant
- Extended School Services Program Aide
- Extended School Services Recreation Attendant

Motion by Ridenour, second by Babbitt. Motion passed unanimously.

9. Request approval to send Xavier Thomas, Director, Classified Personnel, to the 2019 CSEA Annual Conference from July 28, 2019 – August 2, 2019

Motion by Ridenour, second by Babbitt. Motion passed unanimously.

10. Approve to Update May and June Personnel Commission Regular Meeting times to 4:30 p.m.

Motion by Babbitt, second by Ridenour. Motion passed unanimously.

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INFORMATION SESSION

11. Recruitment and Selection Update

Thomas advised Tina Cano, Human Resources Specialist, has been busy with many exams. He advised that Cano has been working diligently with hiring authority to create content valid exams. Thomas expressed his gratitude to Ali Junker, Human Resources Analyst, for helping with exam creation and providing oversight to Cano. The turnaround time for the recruitment has slowed by four days to allow more time for disqualified candidates to provide information to be considered, along with their application.

12. Training and Learning Cooperative Update

Ali Junker, Human Resources Analyst, advised the Targeted Training for the Paraprofessional-Special Education classification held its trial session on March 12, 2019. Over 40 participants attended the voluntary training. Most participants provided an evaluation that will provide valuable feedback for future planning for more targeted training sessions. Junker advised that she just received the final session confirmed for the Financial Security Training Series. The series will include presenters from CalPERS, Optum Health, and LMSV Payroll and Benefits Department staff. CalPERS training sessions were very popular last year, so it is anticipated the attendance will be similar this year. The flyer will be sent out to all staff soon. Thomas expressed his gratitude to the unions for providing funds to support the TLC program.

13. Items from the Floor

Christine Levandowski, Internal Auditor, expressed her concern about promotional-only recruitments. Sardina confirmed the District and the Personnel Commission staff were on the same page in regards to these recruitments.

14. Information Items

- District Update – Tina Sardina, Assistant Superintendent, Human Resources, advised dealing with layoffs creates a very somber time for the District. Sardina went to the Transportation department to discuss the layoff process with affected School Bus Attendants. The attendants were able to speak their mind and their perceptions. Sardina advised “no matter how hard it is, we have heart in La Mesa-Spring Valley”. Sardina expressed her pride in the hard work of the District, CSEA, and PC to make sure the employees affected by layoff are given the same message, and ensure they have the ability to discuss their rights openly. Sardina continued, to support finding soft-landings for laid off employees, managers are supporting promotional-only recruitment opportunities whenever possible. Sardina advised that she and Junker are co-organizers of the 2019 Employee Health Fair, October 29, 2019. Monjabez expressed his gratitude and pride that all parties are working in harmony and working towards one good. Vanessa Berry, Computer Support Technician, suggested lists of organizations currently hiring would be an asset to employees being laid off.

- CSEA Update – Chapter 419 President, Ahmad Swinton, advised CSEA has been negotiating impacts and effects for the layoffs. Swinton advised that a survey has been sent out to Classified staff to help determine which articles will be opened to propose for negotiations with the District.

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- Personnel Update –Director, Classified Personnel, Xavier Thomas, announced the April meeting will be earlier in the month because of Spring Break and will be at 5:00 p.m.; immediately following the Classified Employee of the Year celebration. Thomas advised he has announced the winners to all managers on March 15th, to allow managers to announce to staff, he will send announcement to all staff on March 22nd.
- Personnel Commissioner Update – Personnel Commissioner, Patricia Ridenour, advised that during the January meeting there were several principals that had concerns about how the PC department was completing work. Since that time, she has not heard an echo of the same concerns. Ridenour advised on March 27, 2019, San Diego Region of Personnel Commissioners will have a meeting at the Butcher Shop. The Eppley Award recipient will be announced at the meeting and if any interested in attending, please contact her by Friday, March 22nd.

15. Regular Personnel Commission Meeting Schedule

April 11, 2019	5:00 p.m.
May 16, 2019	4:30 p.m.
June 20, 2019	4:30 p.m.

16. The Personnel Commission will Adjourn to Closed Session Pursuant to Government Code 54957(b)

- Employment of the Director, Classified Personnel.

17. Reconvene to Open Session

- No Action

18. Adjournment

ACTION

Motion by Monjazeb, second by Babbitt. Motion passed unanimously. Meeting adjourned at 2:45 p.m.