



La Mesa-Spring Valley Schools

Personnel Commission

Regular Meeting

Tuesday, January 18, 2022 3:00 p.m.

Due to the COVID-19 pandemic and California's continued state of emergency, this meeting of the La Mesa-Spring Valley School District Personnel Commission will be held virtually using the Zoom application. Members of the public can attend the meeting on Zoom or over the phone per the instructions below:

*Via a computer or mobile device: [Join video conference](#)
Meeting ID: 830 0992 6420*

To join by telephone (instead of computer or mobile device): (669) 900-9128

Live, spoken public comments may be made during the allotted time on the personnel commission agenda. Please use the Raise Hand feature in Zoom to indicate that you would like to address the commission. Individual comments are limited to five (5) minutes. The time allotted for all public comments is fifteen (15) minutes.

The public may access our agenda material by visiting our Personnel Commission webpage under the Public PC Meeting Agenda Packets link.

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

OPENING PROCEDURE

1. The meeting of the January 18, 2022 was called to order at 3:01 p.m. by Commission Chair Jeremy Martinson.
2. The Pledge of Allegiance was led by Commissioner Patricia Ridenour.
3. Roll Call/Establishment of a Quorum

Jeremy Martinson, Chair	X	present	<input type="checkbox"/>	absent
Steve Babbitt, Vice Chair	X	present	<input type="checkbox"/>	absent
Patricia Ridenour, Member	X	present	<input type="checkbox"/>	absent

ACTION SESSION

4. **Adoption – Resolution 21 – 22 – 04 to Permit Temporary Teleconference Meetings During Identified State of Emergency Pursuant to AB 361 and Government Code 54953 (e)**

It was moved by Ridenour, seconded by Martinson, to Adopt Resolution 21-22-04 to Permit Temporary Teleconference Meetings During Identified State of Emergency Pursuant to AB 361 AND Government Code 54953 (e)

Patricia Ridenour-Aye.

Jeremy Martinson-Aye

Passed with two Ayes

5. **Approve the Agenda of the January 18, 2022 Regular Meeting**

It was moved by Ridenour, seconded by Martinson, to approve the agenda of the January 18, 2022 regular meeting.

Patricia Ridenour-Aye

Jeremy Martinson-Aye

Passed with two Ayes

6. **Approve the Minutes of the December 7, 2021 Regular Meeting**

It was moved by Babbitt, seconded by Martinson, to approve the minutes of the December 7, 2021 regular meeting.

Steve Babbitt-Aye

Jeremy Martinson-Aye

Patricia Ridenour- Aye

Passed with three Ayes

INFORMATION SESSION

7. **Items from the Floor**

None

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8. Information Items

- District Update -
 - Assistant Superintendent, Human Resources, Dr. Meg Jacobsen, advised in the first three weeks since being back from winter break, there have been over 300 staff members out due to COVID. She expressed her gratitude and appreciation to the schools for coming together to keep school's open. In addition, she advised the district came to a salary agreement with the Teacher's Association and since LMSV Schools is a "me too" district, the CSEA members will benefit from the same compensation package. The one-year agreement includes a 4% ongoing salary increase plus a 1% one-time off schedule payment. Additionally, she advised the district came to an agreement with the CSEA around COVID leave. They agreed to an extension of the prior COVID leave MOU to extend an additional 80 hours of COVID leave for employees who experience COVID or need to care for a loved one experiencing COVID. She expressed her gratitude for the relationship with the associations and their continued work around their shared interest for their students and staff.
 - Assistant Superintendent, Business Services, Jennifer Nerat. Dr. Jacobsen spoke on Nerat's behalf. Jacobsen advised, Jennifer is also pleased with the negotiations for the compensation settlement with the CSEA and the Teacher's association. Jacobsen praised Nerat for her work guiding their teams through their current financial situation and how they can support their employees.

- CSEA Update – Chapter 419 President, Ahmad Swinton
None

- Personnel Update – Director, Classified Personnel, Andrea Rivera, advised since returning from the holiday break, she and the team have picked up where they left off. Despite the fact that they have testing for various recruitments, they are seeing a significant decline in their Paraprofessional-Special Education applicant flow. Rivera asked Ali Junker, HR Analyst, to perform a quick analysis of their incoming applicant rate since July 1, 2021, and it was found there has been a steady decline over the past several months, with a new record low in January of this year. In addition, Rivera advised they are looking at getting a request for proposal together to get the ball rolling on the Global Study. She is hoping to have a draft RFP together by the end of the week. Global Studies are very time consuming and require a significant amount of planning and resources and she would like to stay on track with the desired timeline in which the district and CSEA is hoping to bargain the final results. Ridenour inquired as to where our district stands in comparison to our benchmark district in terms of salary. Rivera advised the Ewing study placed them at the 60% percentile and all subsequent salary studies has followed this standard. However; due to the recent increases in minimum wage, this most likely has changed. In addition, Ridenour inquired if the district has considered re-hiring retirees in order to fill much needed Paraprofessional-Special Education vacancies. Rivera advised it is something worth looking into.

- Personnel Commissioner Update – Personnel Commissioners
Ridenour advised she attended the San Diego Regional CSPCA meeting via zoom where several pieces of legislature that are under consideration was discussed which could affect the classified ranks and the merit system. She suggested following this legislature.

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9. Information Items

- Tina Cano, HR Specialist, advised they currently have 12 active recruitments, with most being continuous recruitments, such as Paraprofessional-Special Education, Paraprofessional-Preschool, Campus Attendant, ESS Recreation Attendant and ESS Program Aide. Cano also added, they are unfortunately still seeing a decline in applications for all classifications, but they continue to hold exams weekly, and sometimes twice a week, in order to retain applicants who are going through the merit exam process. She also advised they will be opening the Supervisor, Facilities and Custodial Services, Library & Learning Resources Technician and Director, Maintenance, Operations and Facilities recruitments in the next few days.
- Ali Junker, HR Analyst, expressed her gratitude to Tina for holding exams as often as possible. Junker advised, last fiscal year they filled 54 Paraprofessional-Special Education vacancies and ended the year with only 5 unfilled vacancies. This fiscal year, they have filled 42 Paraprofessional-Special Education vacancies and have 19 current vacancies to fill. She does not have similar tracking for the previous year because the candidate flow was much greater at that time. Junker added, they have been saying for months that the number of applicants has slowed considerably, but this month has been the lowest numbers yet as they have received only two applications for the first half of the month. Previous months, they averaged 12-18 applications. She will continue to pursue candidates and help them through each step of the process to make sure they stay engaged in the process, but there are certainly fewer and fewer applications coming in. Junker also advised, it has taken a couple of attempts to meet with Swinton to discuss the PC R&R suggested updates. However, due to busy schedules and keeping everyone healthy, it has been a challenge. Upon preparing for a recent meeting, she discovered that she had questions about some verbiage Tina, Andrea and herself had previously thought sounded good, but upon review, they agreed they needed to fine tune some of the definitions. The three of them met and made considerable progress, but will meet again later in the week to hopefully be ready to meet with Swinton.

10. Next Meeting Date: Tuesday, February 15, 2022 – 3:30 p.m.

ACTION SESSION

11. Approval to Administer Written Examinations in Foreign Languages on a Case-by-Case Basis

It was moved by Ridenour, seconded by Martinson, to approve to Administer Written Examinations in Foreign Languages on a Case-by-Case basis.

Patricia Ridenour-Aye

Jeremy Martinson-Aye

Passed with two Ayes

12. Approval of Staff to Attend the 2022 CSPCA Conference, March 6-8 at the Monterey Marriott. Registration fees are \$699 per attendee if registered by 1/14/22 or \$799 per attendee if registered after 1/15/22.

It was moved by Ridenour, seconded by Martinson, to approve Staff to Attend the 2022 CSPCA Conference, March 6-8 at the Monterey Marriott. Registration fees are \$699 per attendee if registered by 1/14/22 or \$799 per attendee if registered after 1/15/22.

Patricia Ridenour-Aye

Jeremy Martinson-Aye

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Passed with two Ayes

13. Approve the Following Examination Announcements

- **Instructional Materials Assistant**
- **IT Help Desk Technician**
- **Supervisor, Facilities & Custodial Services**

It was moved by Ridenour, seconded by Martinson, to approve the Examination Announcements.

Patricia Ridenour-Aye

Jeremy Martinson-Aye

Passed with two Ayes

14. Approve the Following Eligibility Lists

- **Campus Attendant- SVA**
- **Classroom Health Assistant**
- **Extended School Services Program Aide**
- **Extended School Services Recreation Attendant**
- **Paraprofessional-Special Education**

It was moved by Ridenour, seconded by Martinson, to approve the Eligibility Lists.

Patricia Ridenour-Aye

Jeremy Martinson-Aye

Passed with two Ayes

15. Approve to Extend the Following Eligibility Lists

- **Extended Student Services Site Lead**

It was moved by Ridenour, seconded by Babbitt, to approve to Extend the Eligibility Lists.

Patricia Ridenour-Aye

Steve Babbitt-Aye

Jeremy Martinson-Aye

Passed with three Ayes

16. Adjournment

It was moved by Babbitt, seconded by Martinson, to adjourn the meeting. Meeting adjourned at 3:42 p.m.

Steve Babbitt-Aye

Jeremy Martinson-Aye

Patricia Ridenour-Aye

Passed with three Ayes

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4750 Date Avenue, La Mesa, California 91942. In addition, if you would like a copy of any record related to an item on the agenda, please contact Andrea Rivera, Director, Classified Personnel, at 619-668-5700, Ext. 6483 or email at andrea.rivera@lmsvschools.org