



## *Office of the Personnel Commission*

501 South Santa Fe Avenue  
Suite #150  
Compton, CA 90221

**Notice and Call of Special Meeting of the  
Personnel Commission**

# **MINUTES**

*Thursday, June 30, 2016*  
*3:00 p.m.*

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Commission meeting room, to access written documents being discussed at the Commission meeting, or to otherwise participate at Commission meetings, please contact Claudia K. Lopez, Assistant Director of Classified Personnel Services at (310) 639-4321, for assistance. Notification of at least forty-eight (48) hours before the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to the Commission meeting and to provide any required accommodations, auxiliary aids or services.

Documents provided to a majority of the Personnel Commission regarding an open session item on this agenda will be made available for public inspection in the ***Personnel Commission Office located at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221*** during normal business hours of Monday through Friday, 8:00 a.m. to 5:00 p.m. In addition, such writings and documents are posted on the Personnel Commission's website at: [www.compton.k12.ca.us](http://www.compton.k12.ca.us).

### **PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS**

All persons wishing to speak on Agenda items may do so at this point in the agenda. To be recognized to speak, the speaker must sign the sign-in sheet on the back table. Comments will be limited to three (3) minutes per individual. If you wish to ask questions, please address them to the Chairperson and not to individual members of the Commission or to the staff.

All persons who wish to speak during meetings of the Personnel Commission of the Compton Unified School District are expected to be courteous and respectful to other people and abide by the directions of the Chairman of the Personnel Commission in terms of when and how long they may speak. Further, individuals are requested not to engage in making remarks demeaning or related to attacks on personnel. Failure to abide by the directions of the Personnel Commission may be disruptive to the meeting and may result in the person being ejected from the meeting. Disruption of a Personnel Commission Meeting is also unlawful and may result in criminal prosecution.

#### **A. OPEN SESSION**

1. Meeting was called to order at 3:05pm

2. Roll Call

Ms. Florence Adams-Vickers, *Chairperson*

Present

X
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Mr. Jonathan B. Taylor, *Vice Chairperson (Pending)*

Present

X
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Ms. Janice Irving, *Member*

Present

X
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Mr. Laurence Adams, *Secretary*

Present

X
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3. Pledge of Allegiance

**Special PC Meeting – 6/30/16 at 3:00pm – Chief Facilities Officer and Bond Program Director.**

Ms. Irving

Mr. Alvarez, will you please explain the Bond issue to me?

Mr. Alvarez

This is a 350 million dollar Bond Project which will be distributed over an eight to ten year period. The district will be involved in the distribution of funds for many different projects in many different areas. We need someone with great experience in this area to oversee the Bond Issue and analyze the correct process of documentation, bids, accounting and distribution also. This project also has to do with the repair of our school sites, so proper accounting of these funds are very important to the school district.

Ms. Irving

Is this a position that we would need someone here on a daily basis, or can we contract out to a company?

Mr. Alvarez

We need someone who is here all day. We need someone who will take ownership and take pride in this project. We want someone who will come into the Compton Unified School District family to work with us on a daily basis. Contracting out to a company gets expensive, re: attorney's fees, litigation fees, etc. It can get very expensive.

Ms. Adams

Will we need any more staff in addition to the CFO?

Mr. Alvarez

Yes, we will need at least two more people in this area. We would also bring in an Accounting Specialist to oversee all of the paperwork that will be accumulated during the projects. We have a separate bond counsel already that we affiliate with called RBC.

Ms. Irving

Will the CFO work closely with the Bond Council?

Mr. Alvarez

Only if they have questions for the council.

Mr. Adams

We will have the information regarding salary for you on Tuesday.

Ms. Adams

We have listened to and appreciated the input from Mr. Alvarez and we will table this item until the month of July. Thank you very much for coming Mr. Alvarez.

## Special PC Meeting 6/30/16 @3:00pm – Tyrone Session- Grounds Worker II

Mr. Session

Good afternoon. I would like to present the board with this letter. This letter is about a job opening in the Grounds Department. It is from two years ago and the position that is stated has not opened up since then.

Adams-Vickers

And what position was that?

Mr. Session

It is called, Irrigation Systems Technician. There are only two people in the district that is in that position and I know that they need help in the area.

Ms. Irving

Do you have a letter from us?

Mr. Adams

This is a closed session Item and needs to be discussed in closed session.

Ms. Irving

Please come back and be on the agenda for the 19<sup>th</sup> of July.

Adams-Vickers

Please give us copies of your letter to take under consideration. Thank you.

**Motion to recess into Closed Session at 3:35pm:**

Moved: **F.A.V.** Seconded: **J.I**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<b>2</b>	<b>0</b>	<b>0</b>

### **B. CLOSED SESSION**

- 1. “CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION, (Pursuant to Section 54956.9 of the Government Code.)”***
- 2. Adjournment/Reconvene in Open Session and Report Out of Closed Session (Pursuant to Government Code Section 54947.1)***

Reconvened out of closed session at 5:20 p.m.

**C. OPEN SESSION**

**3. INFORMATIONAL ITEM(S)**

- Scheduled Personnel Commission Meetings for July 2016 (Calendar)*

**4. ACTION ITEM(S)**

a. 15/16-149

\*TABLED

**Approval of a New Classification & Class Specifications for:  
CHIEF FACILITIES OFFICER & BOND PROGRAM  
DIRECTOR**

**Summary:** Proposed creation of a new classification & class specification: **CHIEF FACILITIES OFFICER & BOND PROGRAM DIRECTOR**

**Proposed Action:** Motion to approve creation of a new classification and class specifications for **CHIEF FACILITIES OFFICER & BOND PROGRAM DIRECTOR**, and to add the Classification to the District Position Classification Plan as a Senior Management Position.

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>

**5. ADJOURNMENT-Meeting adjourned at 5:25p.m**

Moved: **F.A.V.** Seconded: **J.I.**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<b>2</b>	<b>0</b>	<b>0</b>

Next scheduled Special Meeting on **July 5, 2016** commencing at **3:00 p.m.**, in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.