



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

Friday, May 5, 2017

1:00 p.m.

AGENDA – SPECIAL MEETING MINUTES OF THE PERSONNEL COMMISSION
May 5, 2017 1:00 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 Lopez, Interim Senior Director, 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 4:30 p.m. In addition, such writings and documents are posted on the Personnel Commission’s website at: 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 Called to Order 1:13pm

2. Roll Call

Ms. Florence Adams-Vickers, **Chairperson**
Ms. Angela Burrell, **Co-Chairperson**
Mr. Omar Spry, **Member**
Ms. Claudia Lopez, **Interim Secretary**

Present
Present
Present
Present

X
X
absent
X

3. Pledge of Allegiance

Speaker Comments:

Shawn Poole-Louis – CSEA Vice Chairperson:

Issue: Family Engagement Assistant Position

Mrs. Poole-Louis addressed the Personnel Commission to question about the Family Engagement Assistant Position. She asked if this position was to replace the Senior Community Relations Specialists. Claudia explained that this position was created at the request of Child Development. In fact, they hired one employee last year to work with Child Development. Since we have more than three ranks on the current eligibility list, the Personnel Commission has listed on the agenda the extension of the Eligibility List for another year.

Segundo Calderon – Electrician:

Issue: Overtime

Mr. Calderon addressed the Personnel Commission regarding the distribution of overtime in his department. He indicated that the supervisors are violating the bargaining agreement when approving overtime among Teamster Members. The Personnel Commission explained to him that they have no authority over overtime designation. The Personnel commission requested that he return to the next meeting with his Teamsters representative.

Joyce Franklin-Johnson – Vice Chairperson CSEA:

Issue: Family Engagement Assistant Position

Mrs. Franklin-Johnson addressed the Personnel Commission to question about the Family Engagement Assistant Position. She asked if this position was to replace the Senior Community Relations Specialists. Claudia explained that this position was created at the request of Child Development. In fact, they hired one employee last year to work with Child Development. Since we have more than three ranks on the current eligibility list, the Personnel Commission has listed on the agenda the extension of the Eligibility List for another year.

4. INFORMATION ITEM(S)

- *Classified Employee “Appreciation Day” – May 17, 2017*
- *Classified Personnel Actions – May 10, 2017*
- *Classified Meeting Calendar*
- *Personnel Commission Spring Newsletter*

5. PERSONNEL MATTERS

A. Classifications Advertised:	B. Continuous Filing Classifications Advertised:
<i>Chief Facilities Officer & Bond Program</i>	<i>AVID Tutor</i>
<i>System Specialist - Communications</i>	<i>Campus Security Assistant (Sub)</i>
	<i>College Tutor</i>
	<i>Plant Worker (Sub)</i>
	<i>Program Leader-ASES</i>
	<i>School Police Officer-Lateral (Limited Term)</i>
	<i>Temporary Office Worker</i>

6. ACTION ITEM(S)

- a. 16/17-64 Approval of New Classification & Class Specifications for: *Transportation and Mechanic Coordinator (Management)*.

Proposed Action: Motion to approve the creation of a new classification and class specifications for *Transportation and Mechanic Coordinator*, and to add the Classification to the District Position Classification Plan, as *(Management)*.

Moved: **A.B.** Seconded: **F.A.**

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

- b. 16/17- 65 Approval of the Consultant Agreement with: *Mr. David Hart to perform appeal hearing services for The Personnel Commission. (Pursuant to Government Code Section 45312)*

Proposed Action: Motion to approve the Personnel Commission to authorize a hearing officer or other representative to conduct any hearings or investigations which the Commission itself is authorized.

Moved: **A.B.** Seconded: **F.A.**

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

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c. 16/17- 66 Approval of the Consultant Agreement with: *Ms. Geraldine Jaffe to perform appeal hearing services for The Personnel Commission.*
(Pursuant to Government Code Section 45312)

Proposed Action: Motion to approve the Personnel Commission to authorize a hearing officer or other representative to conduct any hearings or investigations which the Commission itself is authorized.

Moved: **A.B.** Seconded: **F.A.**

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

d. 16/17- 67 Approval of the Consultant Agreement with: *Ms. Kristene E. Kwong to perform appeal hearing services for The Personnel Commission.*
(Pursuant to Government Code Section 45312)

Proposed Action: Motion to approve the Personnel Commission to authorize a hearing officer or other representative to conduct any hearings or investigations which the Commission itself is authorized.

Moved: **A.B.** Seconded: **F.A.**

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

e. 16/17- 68 Approval to accept, reject, amend or ratify the **Lateral Transfers** of the following for the **2016-2017** school year.
(Pursuant to PC Rule 60.200.1)

Proposed Action: Motion to approve employee’s requests for **Lateral Transfer (with Reason for the Lateral Transfer Request).**

<i>Employee Number</i>	<i>Current Classification</i>	<i>Lateral Transfer to</i>
QQ3565331	Plant Worker	Grounds Worker

Moved: **A.B.** Seconded: **F.A.**

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

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- f. 16/17- 69 Approval to accept, reject, amend or ratify the ***Voluntary Transfers*** of the following for the ***2016-2017*** school year. ***(Pursuant to PC Rule 60.200.1)***

Proposed Action: Motion to approve employee’s *requests for Voluntary Transfer (with reason for the Voluntary Transfer)*.

<i>Employee Number</i>	<i>Current Classification</i>
WN1176304	Attendance Clerk
QE4468863	Cafeteria Worker
XY0742935	Campus Security Assistant
CY2675531	Cook
QU5195458	School Secretary I
UB6954120	Library Assistant
RC9294857	Plant Worker
GC8676601	Plant Worker
TJ5303596	School Secretary I

Moved: **A.B.** Seconded: **F.A.V.**

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

- g. 16/17-70 Approval of an Eligibility List(s) for: ***Plant Worker (Open), for a one year period pursuant to PC Rule 50.100.1(a)***

Proposed Action: Motion to approve an Eligibility List(s) for, ***Plant Worker.***

<i>Number of Candidates</i>	<i>Classification</i>
36	<i>Plant Worker (Open)</i>

Moved: **A.B.** Seconded: **F.A.V.**

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

- h. 16/17- 71 Approval of an Eligibility List(s) for: ***ASES – Site Supervisor (Promotional) and (Open), for a one year period pursuant to PC Rule 50.100.1(a)***

Proposed Action: Motion to approve an Eligibility List(s) for: ***ASES – Site Supervisor.***

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<i>Number of Candidates</i>	<i>Classification</i>
1	<i>ASES – Site Supervisor (Promotional)</i>
6	<i>ASES – Site Supervisor (Open)</i>

Moved: **A.B.** Seconded: **F.A.V.**

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

- i. 16/17-72 Approval of the Extension of an Eligibility List(s) for: ***Family Engagement Assistant, (Promotional) and (Open), for a one year period pursuant to PC Rule 50.100.1(a)***
- Proposed Action:** Motion to approve the Extension of an Eligibility List(s) for: ***Family Engagement Assistant.***

<i>Number of Candidates</i>	<i>Classification</i>
5	<i>Family Engagement Assistant (Promotional)</i>
29	<i>Family Engagement Assistant (Open)</i>

Moved: **A.B.** Seconded: **F.A.V.**

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

ADJOURNMENT - Meeting Adjourned at 2:40pm

Motion to Adjourn the meeting:

Moved: **A.B.** Seconded: **F.A.V.**

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

Next scheduled Regular Meeting is **May 19, 2017** commencing at **4:30 p.m.**, in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.