



*Office of the Personnel Commission*

501 South Santa Fe Avenue

Suite #150

Compton, CA 90221

**REGULAR Meeting of the Personnel Commission**

**MINUTES**

**(AMENDED)**

*Thursday, July 25, 2013*

*4:30 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 Con, Senior Personnel Technician 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**

### **Public Comments**

**Derrick Hefflin, Maintenance Worker II**, raised his concerns on previous Board Report items. Mr. Hefflin stated that he was upset on an item on the board report that stated that a 3% salary increase was applied to Senior Directors and Administrator, but it wasn't specific of who received the increase. Mr. Hefflin felt that it was unfair to the classified employees that higher level positions were given a 3% increase in their salaries, while classified employees were laid off for either lack of funds or lack of work. Mr. Hefflin stated that there must be funds for the salary increases to take place, but yet employees are being laid off unfairly. He also stated that medical benefits have increased tremendously, there has not been a cost of living increase in eight years, and classified employees have not had raises.

**Commissioner Vickers** informed Mr. Hefflin that if he felt there was an injustice made, and classified employees were laid off for either lack of funds or lack of work, Mr. Hefflin should address his Union. Commissioner Vickers also suggested to Mr. Hefflin that he should call a meeting with classified employees, and file a grievance if, and when an injustice has been made

**Commissioner Irving** explained to Mr. Hefflin that the item he was referring to has been on hold for numerous years, and that the Board was trying to rectify it. Ms. Irving stated she was also concerned, and was going to bring forward her concern to the Personnel Commission because those that were going to receive the 3% raise are under classified personnel.

**Mr. Adams, Sr. Director of Classified Personnel** informed the Commissioners and those present at the meeting, that the Board item was only related to Certificated Management. The item didn't relate to Classified Management.

**Ms. Adrienne Cleveland, SEIU Local 99 Field Representative**, informed Personnel Commission that all staff under FMOT were asked to report to Willowbrook M. S. 7:30 a.m. for a safety training session. Ms. Cleveland brought forth her concerns, and stated how disillusioned she was after completing the training. Ms. Cleveland felt it was a waste of time, and in insult to her intelligence of the training staff received. Ms. Cleveland stated that she feels the leadership

under FMOT is not leading the employees on the correct path to success, but of failure. Ms. Cleveland has requested that Human Resources and Personnel Commission should be involved in any and all training that will be sponsored by the District. Ms. Cleveland stated that the training received would endanger individuals, and would make it even more dangerous for FMOT staff to perform their duties.

Ms. Cleveland also raised a question in reference to an item number on the Agenda, and again she stated that the re-organization that’s trying to take in effect within FMOT, has not accomplished nothing with the resources already in place. Ms. Cleveland also stated that FMOT is in the worst condition it is ever been. In the twenty-one years she’s been employed with the District, she stated that she has never seen such lack of leadership, unorganized, and such disregard for the employees.

**A. OPEN SESSION**

1. The meeting was Called to Order at 4:39 p.m.

2. Roll Call

Ms. Florence Adams-Vickers, <i>Chairperson</i>	Present	X
Mr. Jonathan B. Taylor, <i>Vice Chairperson</i>	Present	X
Ms. Janice Irving, <i>Member</i>	Present	X
Mr. Laurence Adams, <i>Secretary</i>	Present	X

3. Pledge of Allegiance

**4. Minutes**

**a. Approval of Minutes for January 31, 2013.**

Moved: <u>J.I.</u>	Seconded: <u>F.A.V.</u>	<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
		2	0	

**b. Approval of Minutes for February 05, 2013.**

Moved: <u>J.I.</u>	Seconded: <u>F.A.V.</u>	<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
		2	0	

**c. Approval of Minutes for February 07, 2013.**

Moved: <u>J.I.</u>	Seconded: <u>F.A.V.</u>	<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
		2	0	

**d. Approval of Minutes for February 28, 2013.**

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

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

**5. Action Items**

a. 13/14-008      **Approval to amend Job Class Specification: *Cafeteria Worker***

**Proposed Action:** Motion to approve the amendment of job Class Specifications for *Cafeteria Worker*.

Moved: TABLED                      Seconded: TABLED

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

b. 13/14-009      **Approval to add a New Job Class Specification: *Food Warehouse Manager***

**Proposed Action:** Motion to approve the Addition of a New Class Specification to the District Position Classification Plan: *Food Warehouse Manager*.

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

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

c. 13/14-010      **Approval to amend Job Class Specification: *Nutrition Specialist***

**Proposed Action:** Motion to approve the amendment of job Class Specification for *Nutrition Specialist*.

Moved: J.I.                      Seconded: J.T.

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	

d. 13/14-012      **Approval of a New Classification & Class Specification: *Assistant Director-Facilities, Maintenance, Operations, Transportation (FMOT)***

**Proposed Action:** Motion to approve Class Specification for *Assistant Director-Facilities, Maintenance, Operations, and*

**Transportation** (FMOT) **and** to add the Classification to the District Position Classification Plan.

Moved: **TABLED**      Seconded: **TABLED**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	

e. 13/14-013 **Approval to amend job specification : *Operations Manager-Special Projects***

**Proposed Action:** Motion to approve the amendment of job Class Specification for ***Operations Manager-Special Projects***.

Moved: **J.I**      Seconded: **J.T**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	

f. 13/14-014 **Approval to amend job specification : *Facilities Coordinator/Operations Compliance***

**Proposed Action:** Motion to approve the amendment of job Class Specification for ***Facilities Coordinator/Operations Compliance***.

Moved: **J.I**      Seconded: **J.T**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	

g. 13/14-015 **Approval to amend job specification title: from College Tutor-ASES to Program Leader-ASES**

**Proposed Action:** Motion to approve the amendment of job Class Specification ***Title: from College Tutor ASES to Program Leader ASES***

**Summary:** This is a Title Change Only to reduce confusion in various Tutor Classifications.

Moved: **J.I**      Seconded: **J.T**

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
3	0	

**PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS**

**Report out of Closed Session**

Commissioners approved ITEMS E, F, and G.

**B. Convened into Closed Session at 5:50 p.m.**

Moved: J.I                      Seconded: J.T

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<i>3</i>	<i>0</i>	

1. **Public Employment:**
  - *Assistant Director-Student Nutrition*
  - *Assistant Director-Facilities Maintenance Operations Transportation*
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 7:56 p.m.**

Moved: J.I                      Seconded: J.T

<i>Ayes</i>	<i>Nays</i>	<i>Abstention</i>
<i>3</i>	<i>0</i>	

**6. Meeting Adjourned at 7:58 p.m.**

**Next scheduled Regular Meeting is August 01, 2013 commencing at 4:30 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.**