



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, May 19, 2016

3:00 p.m.

Agenda- Special Meeting of the Personnel Commission
May 19, 2016

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.

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 3:29p.m.

2. Roll Call

Ms. Florence Adams-Vickers, *Chairperson*

Present

X
absent
X
X

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

Present

Ms. Janice Irving, *Member*

Present

Mr. Laurence Adams, *Secretary*

Present

3. Pledge of Allegiance

PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS

All persons wishing to speak on Closed Session items may do so at this point in the agenda. To be recognized to speak, the speaker must complete the sign-in sheet on the table at the entrance of the meeting room. 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, no individual is 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 unlawful and may result in criminal prosecution.

This section of the Personnel Commission agenda provides the opportunity for comments from members of the general public on the items which will be presented in Closed Session. If anyone from the general public has a comment on any of the items that will be discussed prior to the Commission's adjournment to Closed Session, he or she is invited at this time to step up and be heard. After all the comments have been received, the Commission will immediately adjourn to Closed Session for deliberation and action, if any. If the Commission takes action in Closed Session, the action will be reported out in Open Session when the Commission reconvenes before adjournment of this meeting.

PUBLIC COMMENTS:

Mr. Donald Green – Equipment Service Worker/Heavy Equipment Mechanic

Mechanic shop is the worker that I do. I have been employed there for over Ten (10) years and now I have a new director. His name is Mr. Marvin Liddell. He told me on Monday morning that I would be moved and that my position would change from Equipment Worker to Heavy Equipment Mechanic. I am here today applying for a Supervisory position. I have been working in my current position alone in the department and I have been doing everything that a supervisor would do in the position of a supervisor.

Ms. Adams-Vickers

You have been there for Ten (10) years?

Mr. Donald Green

For over Ten (10) years.

Mr. Adams

I recently sent a request for Mr. Green on behalf of FMOT regarding several out of class assignments. Mr. Liddell and A.J., they both agreed with his request. I have currently sent all of the information to Mr. Alvarez. We are awaiting an answer from his department. Mr. Green is submitting a new request for a supervisory position that has to be created by the Personnel Commission and approved.

Ms. Adams-Vickers

We are trying to get to all of the Re-Classifications that have to be done. We have had a lot of complications to come about that we have to give attention to. His assignment has been approved by the department heads Mr. Liddell and A.J.

Ms. Irving

Know that your position will happen very soon for Heavy Duty Mechanic. Can you work with us regarding your request for the supervisor position? There is so much to be done, so please come back to us regarding your request.

Mr. Adams

This request will require formal a Re-Classification study. This will take quite a few steps and a lot of time to complete.

Ms. Adams-Vickers

We are overloaded at this time. Please re-check with us and Mr. Adams regarding your request. Let him work on your new position as Heavy Duty Mechanic. We will also be waiting to hear from Mr. Alvarez.

Ms. Irving

Please come to see us at any time. Mr. Adams is willing to maintain contact with you regarding your request.

Mr. Adams

Mr. Liddell will advise you when your position is approved and when it will be affective.

Ms. Irving

Good to see you Mr. Green.

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Joe Rayford: Grounds Worker I

I am currently employed with the Grounds Department.

Mr. Adams

He is also requesting Re-Classification and he is part of the group that we are currently looking at. We must conduct and complete the study for the Grounds Department.

Joe Rayford

We would like to request a change from Grounds Worker I to the position of Grounds Worker II. We feel that it is the same amount of work and also we are doing the same things that are required of both positions. We spoke with Mr. Adams and it was said that we could come back and speak with him again at a later time. We would like to know what is being done to reclassify the current positions.

Ms. Irving

We are currently doing a study of these positions. Please give us an opportunity to examine the positions and investigate what has happened. Mr. Adams will contact you when the investigation is finished.

Joe Rayford

I took a test and scored number 2 on the list. I was never called for a skills test nor was I called back for an interview or offered a higher position. I became Grounds Worker I in 2006-2007. Never requested a position as Grounds Worker II for the fear of losing my current position.

Ms. Adams-Vickers

Did they open up a position for Grounds Worker II while you were out of work?

Joe Rayford

Yes they did.

Mr. Adams

Since you have been hired as Ground Worker I, have you applied and been put on the eligibility list for Grounds Worker II?

Joe Rayford

Yes, I did. My rank was always #1 or #2 on the list. I have never had an interview or skills test. All I do is my work and I then go home.

Ms. Irving

Mr. Rayford, have you applied within the last five years for Grounds Worker II? Please give Mr. Adams an opportunity to research this information. Mr. Adams, please see if he is eligible for a Re-classification or to work out of class as a Grounds Worker II.

Mr. Adams

We will reconstruct the situation to see exactly what happened. When we had a meeting with the Grounds Workers, it was said that there are things that the Grounds Workers II do in their jobs that the Grounds Workers I do not do in their positions. The information that we received from the meeting needs to be evaluated. This is a longer process than first anticipated. We will make the correct recommendations when it is finished. This has been a very busy year for us.

Ms. Adams-Vickers

We are here for our classified employees. We are aware of what is needed.

Mr. Adams

We will build a solid case for your re-classification.

Ms. Adams-Vickers

It is up to the board to approve your request. We are here to support you fully.

Mr. Adams

My office will contact you several times. We will continue to build your case for you regarding the reclassification.

Motion to recess into Closed Session:

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

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

B. Convened into closed session at 4:33 p.m.

1. **Public Employment:**
 - a) Examination Specialist
(Pursuant to Government Code Section 54957.1)
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 5:00 p.m.

C. OPEN SESSION

3. INFORMATIONAL ITEM(S)

- ***2016 – 2017 Conference Information: IPMA, NAHO, CSPCA-Northern California.***

4. ACTION ITEM(S)

a. 15/16-139 **2015/2016 Requests for Voluntary Transfer.**

Proposed Action: *Motion to approve employees Request for Voluntary Transfer.*

<i>Employee Number</i>	<i>Current Classification</i>	<i>Lateral Transfer To</i>
FW3532681	Cafeteria Worker	Cafeteria Worker
RZ3056507	Campus Security Assistant	Campus Security Assistant
YZ5204262	Campus Security Assistant	Campus Security Assistant
GT8643084	Campus Security Assistant	Campus Security Assistant
DP1770130	Campus Security Assistant	Campus Security Assistant
RR4366119	Clerk Typist II	Clerk Typist I
HR3758882	Clerk Typist III	Clerk Typist III
AJ9661351	Plant Manager I	Plant Manager I
HQ6266032	Plant Manager II	Plant Manager II
DD7204042	Plant Worker	Plant Worker
UM3671821	Plant Worker	Plant Worker
UM3671821	Plant Worker	Grounds Worker
HX5734028	School Secretary I	School Secretary I
HX5734028	School Secretary I	Clerk Typist III
YF2343732	School Secretary I	School Secretary I

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

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

5. **ADJOURNMENT-Meeting adjourned at 6:01 p.m.**

Moved:

F.A.V.

Seconded:

J.I.

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

Next scheduled Special Meeting on **May 24, 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.