



*Office of the Personnel Commission*

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

**MINUTES** of Regular Meeting of the Personnel  
Commission

**AGENDA**

*Wednesday, May 8, 2014*  
*4:30 a.m.*

**A. OPEN SESSION**

1. Call to Order

2. Roll Call

Ms. Florence Adams-Vickers, *Chairperson*

Present

X
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Mr. Jonathan B. Taylor, *Vice Chairperson*

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

**PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS—None.**

**PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS**

Bertha Reynoso, Administrative Secretary (Fiscal Services)

Feels the Senior Administrative Technician Exam results on April 10<sup>th</sup> should not be taken into consideration due to the following: Lack of notification of exam date and specifications of the exam, ineffectiveness of the software of the exam given. She feels that the method in which to answer the questions on OPAC Software are not fair. She has heard that the test is being graded on a curve. She feels that if there is anyone allowed to pass that received a score below 70% then everyone should be passed. Claims many had issues with the screen freezing and people talking out loud. Claims she spoke with other people who took the exam prior and feels their earlier version was simpler for applicants.

Jonathan Taylor-Commission Co-Chairperson

Expressed his concern about employees sharing content on their individual performance in different exams and informed Ms. Reynoso that people testing are not to discuss the contents of their exams with anyone.

Janice Irving-Commissioner

Informed Ms. Reynoso that the exams she is speaking of are two different exams taken at different times. Commissioner Irving has stated that the exams are also subject to change. Commissioner Irving clarified that this Exam was for a higher position than last year. This is the Senior Administrative Technician position. Last year test for the regular Administrative Technician. Standards are often revised from one test administration to the next. The Commission rarely wants to have the same exact Exam repeated.

Bertha Reynoso, Administrative Secretary (Fiscal Services)

Alleged no one passed the test and therefore the test needs to be invalid. She feels no one has had the proper training of Microsoft Word 2010 in order to pass the exam.

Laurence Adams-Senior Executive Director

Mr. Adams informed Ms. Reynoso that her information was inaccurate and that there were in fact candidates who did pass the exam with a 70% or higher score.

Janice Irving-Commissioner

Commissioner Irving asked Mr. Adams if there will be any type of professional development training in the future for the classified employees.

Laurence Adams-Senior Executive Director

Mr. Adams responded to Commissioner Irving that the Chief Administrative Officer has made a commitment to allocate some funds for classified staff development. Bargaining Units are specifically requesting this as part of their negotiations. So there is a belief that there will be some staff development on the horizon.

Charles Davis- Board Member

Suggesting an addendum is done to the budget to include some staff training. His daughter took the same exam and has concerns about the computers locking up and it being a timed exam. He feels there is an issue with the software not clicking properly.

Janice Irving-Commissioner

Inquired as to how many people took the exam?

Regina Robinson-Personnel Analyst

On the Senior Administrative Technician position there were 18 persons who participated; six successfully passed the examination. Nine people did not pass and three people did not show up to take it. This exam was promotional only. Thirty-four percent (34%) of applicants passed the exam.

Adriana Ataniya-Administrative Secretary

States that there were six people currently in the Administrative Technician position that only had to take a written test and a computer screen shot, they did not have to take the test that was given to her. She felt there were too many distractions like people asking for help which made it hard for her to concentrate. She would like an explanation on how the curve works?

Laurence Adams-Senior Executive Director

There were three (3) sections so the sum of the score on each of those three (3) sections divided by the number of sections (divide by three) will give you the raw score. Sixty percent (60%) was the minimum passing threshold adopted because that is the minimum passing standard in education. The Senior Director is unwilling to adopt a scoring curve below the sixty percent (60%) raw score passing threshold.

As far as the curve, you cluster the performance on the examination within a statistically valid range. Curve scoring procedures assign values (grades) based on difficulty in the testing situation. ***Based on the performance of the class as a whole***, an adjustment is made to accommodate the

group's actual performance. In this case, the class was the whole group of applicants who actually took the performance Examination.

Most public agencies, including school districts, utilize weighted grading on performance examinations (curved scoring/grading). This is not unique to Compton. This is a standard practice with most Merit and non-merit school districts. There are many reasons when a Personnel or Human Resources Office decides to curve an examination scoring rubric. Curving methods may adjust scores mathematically based on a statistical model, using standard deviation and means. This is far too complicated to explain here. Most public agencies simply grant additional point values to the whole group to adjust for the difficulty of the Exam. Then, calculated, the top third among the clusters (or sections) would be passing on the curve. In this calculation, thirty four percent (34%) of persons taking the Exam receive a passing score.

The outcome would not likely change if the examination was re-administered to the group. However, the level of difficulty of this exam makes it an even better exercise because applicants encountered real-world problems and the most prepared applicants overcame these obstacles. These positions will be trainers in the organization, so this is a very practical exercise. Whatever shortcomings of the Exam, they were equally applicable to all test-takers that day.

Jonathan Taylor-Commission Co-Chairperson

Informs Ms. Reynoso and Ms. Ataniya that he is not so duty bound to protect the systems the he cannot see that there are things that might need to be fixed and adjusted.

Florence Adams-Vickers-Chairperson

One of the things to have is the in-service training. We really are going to initiate that especially for such a high ranking promotion.

Larry Shields-Student Nutrition Services Accounting Manager

Mr. Shields came to discuss the Director's job for Student Nutrition. He took part in that process and believes he is on the Eligibility List for that position. He is upset that the Assistant Director is currently serving as Interim Director and she did not apply for it. Feels that he as an in-house promotional candidate that is on the eligibility list should have been chosen.

Laurence Adams-Senior Executive Director

No one has been placed out-of-class as Director of Student Nutrition by the Personnel Commission. That is a false rumor.

Florence Adams-Vickers-Chairperson

There are rules and regulations regarding the placement of staff out-of-class, and eligibility lists. Nothing has come through the Personnel Commission to be approved. However, that matter will be discussed in Closed Session.

Mario Foshay, Warehouse Worker (Student Nutrition Services)

He is titled as a Warehouse Worker that does deliveries for the Warehouse. Now he is concerned that there are Cafeteria Van Drivers, a new classification that he feels is taking work away from the Warehouse Workers that are already in Student Nutrition. There are safety concerns he is worried about with the vehicles being driven. One in particular: the door is being held shut with string. And others are in poor unsafe conditions.

Florence Adams-Vickers-Chairperson

The commission is aware of the problems in the Students Nutrition Department and its staffing and are looking into solutions to help.

Jonathan Taylor-Commission Co-Chairperson

Asked Mr. Foshay if they have taken the vehicles to the District Mechanics for repair?

Mario Foshay-Warehouse Worker (Student Nutrition Services)

They have taken them but get no replacement vehicles in order to complete their runs. Mr. Foshay says when they have asked Michael Bush to borrow a vehicle in the mean while there request was denied.

Adrian Cleveland-SEIU LOCAL 99

SEIU official, speaking on the safety of the vehicles, the placement of someone that is qualified to be in the Director position and the wanting of the LCAP training and equipment to also cover Student Nutrition Department.

Janice Irving-Commissioner

Asked if we can get Risk Management involved into the matter of the unsafe conditions of the employees of Student Nutrition.

Florence Adams-Vickers-Chairperson

Asked Mario Foshay to provide the Commission with a Table of Organization from when Ms. Calagary was here and a current one for the Commissioners.

*No further comments were offered.*

**B. Convened into CLOSED SESSION TIME?**

**Public Employment:**

1. Director of Student Nutrition Services
2. **Sr. Administrative Technician**

Reconvene in Open Session and Report Out of Closed Session (Pursuant to Government Code Section 54947.1) **TIME?**

Moved:     **F.V.**          Seconded:     **J.T.**    

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

**Reconvened out of CLOSED SESSION at 7:23pm**

1. Adjournment/Reconvene in Open Session and Report Out of Closed Session (Pursuant to Government Code Section 54947.1)

Moved:     **F.V.**          Seconded:     **J.T.**    

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

**There was nothing to report out of Closed Session.**

**4. Meeting Adjourned at 7:23**

**Next scheduled Regular Meeting is May 29, 2014 commencing at 4:30 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.**

Moved:     **J.T.**          Seconded:     **F.V.**    

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