



***Office of the Personnel Commission***

**501 South Santa Fe Avenue**

**Suite #150**

**Compton, CA 90221**

**Regular Meeting of the Personnel Commission**

**MINUTES**

***Thursday, October 17, 2013***

***5:00 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 Con, Personnel Analyst 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).

**A. OPEN SESSION**

**1. Meeting was Called to Order at 5:10 p.m.**

|    |   |         |         |
|----|---|---------|---------|
| 2. | Roll Call                                       |         |         |
|    | Ms. Florence Adams-Vickers, <i>Chairperson</i>  | Present | ✓       |
|    | Mr. Jonathan B. Taylor, <i>Vice Chairperson</i> | Present | Excused |
|    | Ms. Janice Irving, <i>Member</i>                | Present | ✓       |
|    | Mr. Laurence Adams, <i>Secretary</i>            | Present | ✓       |

3. Pledge of Allegiance

**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.

**Adrian Cleveland, SEIU President:**

**Topic: Plant Manager II at District Office Level**

Adrian Cleveland stated that the Plant Manager II that is currently working at the District Office has too many duties. He is currently overseeing 501 S. Santa Fe Avenue, 417 W. Alondra Blvd., and the facilities at Caldwell Elementary School.

**Topic: Emerson Elementary School**

Adrian Cleveland stated that the District contracted out to take a sink out of Emerson Elementary School’s cafeteria. She questioned the Commission why the District doesn’t utilize their current employees to do the work needed. Contractors are constantly being used to perform the jobs that our current employee can perform. Chairperson Adams-Vickers would like to know who the contracting company is and why wasn’t

the job done “in-house”. In addition, Chairperson Adams-Vickers would like Mr. Adams to meet with Ronald Ellis to discuss this issue and provide the Personnel Commission with a list of all current contractors used by FMOT.

As far as the sink at Emerson’s Cafeteria, Commissioner Irving added if the District can ship-in the food to the school until sanitary conditions is improved.

**4. Minutes**

**a. Approval of Minutes for July 1, 2013**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

**b. Approval of Minutes for July 18, 2013**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

**c. Approval of Minutes for July 22, 2013**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

**d. Approval of Minutes for July 25, 2013**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

**5. Action Items**

a. 13/14-030      **Approval to amend Job Specification: *Personnel Specialist*.**

**Proposed Action:** Motion to approve the amendment of Job Class Specification for *Personnel Specialist*.

**Summary:** This proposed Amendment to the *Personnel Specialist* Classification adds certain clerical duties and deletes certain technical duties. This amendment affects the Personnel Commission staff only.

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

b. 13/14-033 **Approval of Eligibility list(s) for Cafeteria Worker for a one year period pursuant to PC rule 50.100.1(a).**

**Proposed Action:** Motion to approve Eligibility list for Cafeteria Worker

| <i>Number of Candidates</i> | <i>Classification</i>            |
|-----------------------------|----------------------------------|
| <b>86</b>                   | Cafeteria Worker ( <i>Open</i> ) |

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

c. 13/14-034 **Approval of Eligibility list(s) for Cook for a one year period pursuant to PC rule 50.100.1(a).**

**Proposed Action:** Motion to approve Eligibility list for Cook.

| <i>Number of Candidates</i> | <i>Classification</i> |
|-----------------------------|-----------------------|
| <b>4</b>                    | Cook ( <i>Open</i> )  |

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <b>2</b>    | <b>0</b>    | <b>0</b>          | <b>1</b>       |

**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.

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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.

**B. Convened into Closed Session at 7:05 p.m.**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <i>2</i>    | <i>0</i>    | <i>0</i>          | <i>1</i>       |

**Reconvened out of Closed Session at 7:05 p.m.**

- **No Action**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <i>2</i>    | <i>0</i>    | <i>0</i>          | <i>1</i>       |

1. **Performance Evaluation-Probationary Classified Management:**  
Senior Director of Classified Personnel  
(Pursuant to Government Code Section 54947)
2. Adjournment/Reconvene in Open Session and Report Out of Closed Session (Pursuant to Government Code Section 54947.1)

**6. Adjournment-Meeting adjourned at 7:06 p.m.**

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

| <i>Ayes</i> | <i>Nays</i> | <i>Abstention</i> | <i>Excused</i> |
|-------------|-------------|-------------------|----------------|
| <i>2</i>    | <i>0</i>    | <i>0</i>          | <i>1</i>       |

**Next scheduled Regular Meeting is November 7, 2013 commencing at 5:00 p.m., in the Office of the Personnel Commission, at 501 S. Santa Fe Avenue, Suite #150, Compton, CA 90221.**