



PERSONNEL COMMISSION

PLEASE POST

MEETING AGENDA

Testing Room
Personnel Commission Office
999 Atlantic Avenue, Third Floor
Long Beach, California

January 7, 2010
THURSDAY
8:15 A.M.

1. CALL TO ORDER
2. ROLL
 1. Terry Ulaszewski, Chairperson Present _____
 2. Chuck Acosta, Vice-chairperson Present _____
 3. Vera Mulkey, Member Present _____
3. PRELIMINARY
 - 3.1 Pledge of Allegiance to the Flag
 - 3.2 Introduction of Guests
4. HEARING OF PUBLIC TESTIMONY AND QUESTIONS FROM THE FLOOR ON ITEMS NOT LISTED ON AGENDA
5. REPORT FROM THE EXECUTIVE OFFICER
6. **HEARINGS** **Action**
None
7. **MINUTES** **Action**
 - 7.1 **Approval of Minutes for December 10, 2009**
8. ITEMS FOR DISCUSSION AND/OR ACTION
 - 8.1 Classification/Restructure Recommendations per Education Code 45246
9. **BULLETINS AND TESTING ACTIONS**
 - 9.1 **Bulletins – Per Personnel Commission Rule 4.6.B** **Action**
 - 9.2 **Eligibility Lists – Per Personnel Commission Rule 5.1.A** **Restricted Action**
Extend Eligibility Lists
10. Other Items
None
11. The next regular meeting of the Personnel Commission will be held on Thursday, January 21, 2010 at 8:15 a.m. in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, California.
12. CLOSED SESSION
 - 12.1 Evaluation of the Executive Officer
13. ADJOURNMENT

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Minutes for December 10, 2009

PAGE: 7.1.1 – 7.1.4

Date: January 7, 2010

Reason for
Consideration: Action

Testing Room
Personnel Commission Office
999 Atlantic Avenue
Long Beach, California

Chairperson Terry Ulaszewski called the meeting of the Personnel Commission to order at 9:40 a.m. and led the pledge of allegiance.

COMMISSION MEMBERS PRESENT

STAFF MEMBERS PRESENT

Terry Ulaszewski, Chairperson
Vera Mulkey, Member
Charles Acosta, Member

Ramon Curiel, Executive Officer
Lori Gamble, Sr. Administrative Secretary
Shirley Chiavetta, Sr. Personnel Analyst
Susan Leaming, Personnel Analyst
Dale Culton, Certification Services Manager
Marilyn Balmer, Personnel Analyst
Mary Cates Human Resources Supervisor
Maria Lynn Braunstein, Assoc. Personnel Analyst
Adrianna Araujo-Honorio, Staff Secretary
Maria Villalobos, Human Resources Technician
Susan Brister, Human Resources Technician

PRELIMINARY

Guests: Mary Brown, CSEA Chapter President Long Beach 2; Dan Ewaskey, CSEA Unit B, Vice President; d'Ann Madore, CSEA Labor Relations Representative

HEARING OF PUBLIC TESTIMONY AND
QUESTIONS FROM THE FLOOR ON
ITEMS NOT LISTED ON THE AGENDA

HEARING OF PUBLIC TESTIMONY AND
QUESTIONS FROM THE FLOOR ON
ITEMS NOT LISTED ON THE AGENDA

None

REPORT FROM THE EXECUTIVE OFFICER

REPORT FROM THE EXECUTIVE OFFICER

Ramon Curiel reported on the Board of Education Workshop November 30 and December 1. He provided a summary of a Budget Update that listed programs and cost effective measures.

Mr. Curiel informed the Commission that Ms. Mulkey's request for a reappointment recommendation to the State Superintendent will go to the Board of Education December 15, 2009. He also shared that she has the full support of the Executive Board of CSEA.

Vera Mulkey thanked Mary Brown and Dan Ewaskey of CSEA for their endorsement. She continued saying that she "does not take this recommendation lightly and will continue to do the work of the Personnel Commission to the best of her ability."

Mary Brown, CSEA President, congratulated Ms. Mulkey and commented upon her accomplishments and work which is done with respect and decency, allowing the employees and community opportunities.

Mr. Curiel advised the Commission of the request from CSPCA to present at the CSPCA annual conference in Irvine.

Mr. Curiel asked the Personnel Commission Division Heads to give a brief update of the Department's activities. The staff managers present gave individual reports to the Commission on the current projects of their units. Mr. Curiel asked Lori Gamble to report on the Mandated Costs project she accomplished for the district.

Ms. Brown addressed the Commission and advised them that the Superintendent had \$15,000 budgeted for Classified Staff Development. She said that she would work with Shirley Chiavetta to implement upcoming staff development opportunities

Mr. Curiel reported that he had received an update on appellant Jeffrey Taylor and asked that it be heard in Closed Session. The Commission agreed to hear the matter in Closed Session.

Mr. Ulaszewski thanked CSEA for their endorsement of Ms. Mulkey and that he was proud to serve with her on the Commission. He said that the Commission is fair to the employees and honors the Merit System.

HEARINGS

HEARINGS

None

MINUTES

MINUTES

The Commission approved the minutes of the November 19, 2009 Personnel Commission meeting.

APPEAL OF DISQUALIFIED APPLICANT

APPEAL OF DISQUALIFIED APPLICANT

Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.6. The appellant, Will Davis, was not present. The Commission acted to sustain staff recommendation and remove Will Davis from the examination process.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rules 4.2.A.24. The individual, Terry Martin, was not present. The Commission moved this item to Closed Session for discussion.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rules 4.2.A.5 and 4.2.A.7. The individual, Christina Mendoza, was not present. The Commission moved this item to Closed Session for discussion.

REMOVAL FROM ELIGIBILITY LIST

REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rules 4.2.A.24. The individual, Jeremy Moenoa, was not present. The Commission moved this item to Closed Session for discussion.

BULLETINS

BULLETINS

Personnel Commission Rule 4.6.B.1, states that the Personnel Commission Executive Officer shall be responsible for issuing job announcement bulletins to publicize recruitment and examination processes. All job bulletins issued are then to be ratified at the first reasonable opportunity at a Commission meeting. The Commission acted to ratify the following bulletins:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Executive Secretary	Promotional	10-0058-0678
Lead Custodian	Open	10-0061-0205

ELIGIBILITY LISTS

ELIGIBILITY LISTS

Personnel Commission Rule 5.1.A, states that the Personnel Commission Executive Officer shall be responsible for establishing eligibility lists as a result of examination processes authorized by these rules. All such eligibility lists shall then be certified at the first

reasonable opportunity at a Commission meeting following the protest and review period. The Commission acted to certify the following eligibility lists:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Administrative Secretary	Promotional	10-0046-3339
Campus Security Officer	Open Continuous	10-0056-5011
Campus Security Officer, Limited Term And Substitutes	Open Continuous	10-SUBS-5011
Instructional Aide – Special	Open Continuous	10-0055-0448
Instructional Aide – Special Substitute	Open Continuous	10-SUBS-0448
Instructional Assistant – Intensive Behavioral Treatment	Open Continuous	10-0043-5035
Instructional Aide – Instrumental Music	Dual	10-0027-0447
Physician Services Technician	Promotional	10-0044-5139
Student Evaluation Technician	Dual	10-0049-0399

EXTEND ELIGIBILITY LISTS

EXTEND ELIBIBILITY LISTS

Staff recommends the extension of the Eligibility List of Senior Payroll Accounting Technician for a period of six months with a new expiration date of 5/24/10. The Commission acted to approve the extension of Senior Payroll Accounting Technician.

OTHER ITEMS

OTHER ITEMS

None

NEXT MEETING

NEXT MEETING

The next regular meeting of the Personnel Commission will be held on Thursday, January 7, 2010 at 8:15 a.m. at 999 Atlantic Avenue, Third Floor, Long Beach, California.

CLOSED SESSION

CLOSED SESSION

The Commission adjourned to closed session at 10:50 to hear the update on appellant Jeffrey Taylor, and the appeals of Terry Martin, Christina Mendoza, and Jeremy Moenoa.

RETURN TO OPEN SESSION

OPEN SESSION

The Personnel Commission returned to Open Session at 11:40 a.m. The following reportable actions were taken during Closed Session:

The Commission acted to grant the appeal of Jeffrey Taylor that he may continue with the examination process. The Commission

instructed the Personnel Commission Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to disqualify Terry Martin with the provision that if he can clear his driving record within three months, then the Commission would reinstate his application. The Commission instructed the Personnel Commission Executive Officer to notify him of this decision.

The Commission acted to sustain the recommendation to remove Christina Mendoza from current eligibility lists and instructed the Personnel Commission Executive Officer to notify her of this decision.

The Commission acted to sustain the recommendation to remove Jeremy Moenoa from current eligibility lists and instructed the Personnel Commission Executive Officer to notify him of this decision.

ADJOURNMENT

There being no further business, Chairperson Ulaszewski adjourned the meeting at 11:45 a.m.

Respectfully submitted,

Ramon Curiel
Executive Officer

lg