

MINUTES
BASSETT UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION MEETING
PERSONNEL COMMISSION OFFICE – ROOM 12 – FLANNER
APRIL 8, 2008
5:00 P.M.

1. The meeting was called to order by Chairperson Wallery at 5:00 p.m.

2. MEMBERS PRESENT

Mrs. Vern Wallery, Chairperson
Mrs. Susan Hartley, Vice-Chairperson
Mrs. Frances Alvarado, Member

3. STAFF PRESENT

Patrick Maher, Personnel Director
Brandon Tietze, Personnel Analyst

4. PRELIMINARY

A. Flag Salute

5. STAFF REPORTS

A. Personnel Director

Mr. Maher reported that Brandon Tietze had a proposal to present a paper on minimum qualifications accepted for presentation at the annual conference of the International Personnel Management Association Assessment Counsel (IPMAAC). Mr. Maher explained that the IPMAAC was the primary professional organization for those involved in public sector assessment.

B. Personnel Commission

Mrs. Alvarado congratulated Mr. Tietze on the acceptance of his presentation.

Mrs. Hartley reported regret over not being able to attend a CSEA event listed in the CSEA newsletter due to the late notice she received for the

event in the mail. She stated that she appreciated the newsletters, but would like to get them in time to plan for such events.

Mrs. Alvarado noted that she agrees with Mrs. Hartley and feels that they sometimes receive notice of events too late. She suggested that the Personnel Commission not wait to send the CSEA newsletter before the agenda package is sent out.

Mr. Maher stated that the Personnel Commission staff will try to monitor the CSEA newsletter for upcoming deadlines and events in order to get the information to the Commissioners earlier when necessary.

Mrs. Wallery welcomed those in attendance.

6. APPROVAL OF AGENDA

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission approved the agenda for the regular meeting of April 8, 2008 as submitted/amended.

Agenda item 13 was withdrawn from the agenda at the request of the District Office and CSEA.

7. APPROVAL OF MINUTES

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission approved the minutes of the regular meeting of March 4, 2008 as submitted.

8. REQUESTS TO SPEAK

Mr. Maher reported that Superintendent Watanabe had a conflicting schedule and that he had asked that the Commission be apprised of the fact that Edgewood Academy had joined Torch in becoming a Distinguished School.

Mr. Castaneda introduced CSEA First Vice-President Barbara Silva, Second Vice-President Lety Perez and labor representative, Fred Fox.

Mr. Fox introduced himself as the new labor relations representative for CSEA. He stated that he has fifteen (15) years of experience in labor relations, is looking forward to working with the District and Personnel Commission, and will try to attend most meetings.

Mrs. Wallery welcomed Mr. Fox.

Mr. Castañeda thanked the Commissioners for pulling Item 13 from the agenda.

There were no comments from the public.

9. APPROVE ANNUAL REPORT

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission approved the annual report of the Personnel Commission for 2007 as submitted and to transmit it to the governing board.

Mrs. Wallery commented that the report is very nice.

Mrs. Hartley noted that the report is very detailed and seems to get better every year.

Mr. Maher stated that the Personnel Commission aims to add something new worth reporting each year.

10. BUDGET

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission approved to schedule its public hearing on adoption of the Commission budget for 2008-2009 on May 6, 2008 at 5:00 pm, Room 12, Flanner.

11. ANNUAL BARBEQUE

The annual Commission sponsored classified employees' bar-b-que will be held on May 21, 2008. Lunch will be served from 11:00 – 2:00 pm and will consist of carne asada, flour tortillas, refried beans, rice, salsa, iced tea, cake, and other condiments.

12. ELIGIBILITY LISTS

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission approved the following eligibility lists:

Instructional Assistant – Special Education	#08-004
Custodial Services Supervisor	#08-005
Maintenance Worker	#08-006
Grounds Maintenance Worker	#08-007
Food Service Assistant II	#08-008
Secretary II	#08-009
Clerical Assistant II	#08-010
Health Assistant	#08-011

13. NEXT COMMISSION MEETING

The next regular Personnel Commission meeting will be held on May 6, 2008 at 5:00 p.m. in the Personnel Commission office.

14. CLOSED SESSION

The Commission adjourned to closed session at 5:18 p.m. pursuant to Government Code Section 54957 to discuss:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Personnel Director

The Commission reconvened into open session at 6:11 p.m. and reported that no action was taken in closed session.

15. ADJOURNMENT

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley, and unanimously carried, the Commission adjourned the meeting at 6:12 p.m.