



MEETING AGENDA

Testing Room
Personnel Commission Office
999 Atlantic Avenue, Third Floor
Long Beach, CA 90813

SEPTEMBER 18, 2008
THURSDAY
8:15 A.M.

1. CALL TO ORDER

2. ROLL
 1. Vera Mulkey, Chairperson Present _____
 2. Terry Ulaszewski, Vice-chairperson Present _____
 3. Chuck Acosta, 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
None

7. MINUTES
 - 7.1 **Approval of Minutes September 4, 2008** Action

8. ITEMS FOR DISCUSSION AND/OR ACTION
 - 8.1 **Classification/Restructure Recommendations per Education Code 45246** None
 - 8.2 **Request for Hearing in Disciplinary Matter (Commission may choose to discuss in Closed Session)** Restricted Action
 - 8.3 **Recommendation to Remove from Eligibility List per P.C. Rule 4.2.A.7** Restricted Action

9. BULLETINS AND TESTING ACTIONS
 - 9.1 **Bulletins – Per Personnel Commission Rule 4.6.B** Action

ASB Financial Technician	Dual	09-0043-0751
Intermediate Payroll Accounting Technician	Dual	09-0041-0756
Senior Payroll Accounting Technician	Dual	09-0042-0762
 - 9.2 **Eligibility Lists – Per Personnel Commission Rule 5.1.A** Restricted Action

Instructional Aide – Special	Open/Cont	09-0023-0448
Instructional Aide – Special / Substitutes and LTES	Open/Cont	09-LTES-0448

10. OTHER ITEMS

11. The next regular meeting of the Personnel Commission will be held on Thursday, October 2, 2008 at 8:15 a.m., in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, CA 90813.

12. CLOSED SESSION

13. ADJOURNMENT



PERSONNEL COMMISSION

PLEASE POST

PERSONNEL COMMISSION MEETING September 4, 2008 MINUTES

Testing Room
Personnel Commission Office
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Chairperson Vera Mulkey called the meeting of the Personnel Commission to order at 8:15 a.m. at which time she led the pledge of allegiance to the flag.

COMMISSION MEMBERS PRESENT STAFF MEMBERS PRESENT

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

Ramon Curiel, Executive Officer
Stephanie Jimenez, Sr. Administrative Secretary
Robert Pfingsthorn, Sr. Personnel Analyst
Marilyn Doss, Personnel Analyst
Susan Learning, Personnel Analyst
Maria Lynn Braunstein, Assoc. Personnel Analyst
Dale Culton, Certification Services Manager
Paula Wiesenhutter, Certification Services Supervisor
Mary Cates, Human Resources Supervisor
Susan Brister, Human Resources Technician
Susan Brister, Human Resources Technician
Judy Marshall, Human Resources Technician

PRELIMINARY

Guests: Mary Brown, CSEA President; Adrienne Rambo, CSEA Unit A, Vice President; Dan Ewaskey, CSEA Unit B, Vice President ; Brett Boone, appellant; Mark Kitchen, appellant; and Cecil Morris, appellant.

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

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None

REPORT FROM THE EXECUTIVE OFFICER

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Ramon Curiel reported on items of interest from the last Board of Education meeting. He informed the Commission that a public hearing was held on the issue of whether evidence exists to revoke the M.A.T.T.I.E. Academy Charter. The Board will take action on this item at a later meeting in September. Mr. Curiel also reported that Superintendent Steinhauser's contract has been extended for an additional year, now set to expire in 2012.

Mr. Curiel also informed the Commission that the National Broad Prize for Urban Education has doubled to \$2 million. If Long Beach is named the winner of the 2008 Broad Prize, the District will receive \$1 million in college scholarships for graduating high school seniors. The four finalist school districts not named as the winner will each receive \$250,000 in college scholarships.

Mr. Curiel asked the Personnel Commission Division heads to give a brief update of their departments' activities. Each manager/supervisor present gave a brief report on the current activities of their units.

Mr. Curiel informed the Commission that personalized displacement services continue for employees affected by the District budgetary reductions. Mary Brown, CSEA President requested a report listing affected individuals. Mr. Culton said that he had the report and would give her a copy.

The minutes of the August 21, 2008 Personnel Commission Meeting were approved.

APPEAL OF DISQUALIFIED APPLICANT

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Staff submitted a recommendation to disqualify an applicant from the examination process per Personnel Commission Rule 4.2.A.5. The appellant, Brett Boone, was present and requested to be heard in Closed Session. The Commission moved this item to Closed Session.

BULLETINS

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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:

Avalon -Custodian	Dual	09-0031-0139
Avalon -Groundskeeper	Dual	09-0032-0172
Avalon -Intermediate Office Assistant – Schools	Dual	09-0030-3354
Avalon -Instructional Aide – Special	Dual	09-0029-0448
Avalon -Nutrition Services Worker	Dual	09-0028-5068
Head Start Instructional Aide	Dual	09-0037-0657
Lead Custodian	Dual	09-0036-0205

ELIGIBILITY LISTS

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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:

Campus Security Officer	Open/Cont	09-0014-5011
Campus Security Officer/Limited Term Substitute	Open/Cont	08-LTES-5011
Custodian	Open/Cont	09-0008-0139
Custodian – Limited Term and Substitute	Open/Cont	08-LTES-0139
Instructional Aide – Special	Open/Cont	09-0022-0448
Instructional Aide – Special/ Limited Term & Substitute	Open/Cont	09-LTES-0448
Intermediate Office Assistant Amended	Open/Cont	08-0188-0673
Intermediate Office Assistant Schools Amended	Open/Cont	08-0189-3354
Intermediate Office Assistant – LTES & Subs Amended	Open/Cont	08-LTES-0673
Intermediate Office Assistant Schools – LTES & Subs Amended	Open/Cont	08-LTES-3354
Nutrition Services Worker	Open/Cont	09-0012-5068
Office Assistant Amended	Open/Cont	08-MC03-3350
School Safety Officer	Open/Cont	09-0015-5014
Stage Technician Amended	Dual	08-0081-0379

OTHER ITEMS

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None

NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, September 18, 2008. The meeting will be at 8:15 a.m. in the Testing Room of the Personnel Commission Office, 999 Atlantic Avenue, Third Floor, Long Beach, 90813.

CLOSED SESSION

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The Personnel Commission adjourned to Closed Session at 8:40 a.m. to discuss the Hearing Officer's report recommendation on Rudy Melgar's dismissal and hear the appeals for Brett Boone, Mark Kitchen, and Cecil Morris.

RETURN TO OPEN SESSION

RETURN TO OPEN SESSION

The Personnel Commission returned to Open Session at 10:20 a.m.

The following reportable actions were taken during Closed Session:

The Commission acted to sustain staff's recommendation to disqualify Brett Boone at this time from current eligibility lists and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to disqualify Mark Kitchen from current eligibility list for Campus Security Officer and instructed the Executive Officer to notify him of this decision. The Commission decided to postpone action on eligibility for Intermediate Office Assistant and will allow him to continue in the examination process for Purchasing Assistant pending receipt and approval of additional documentation related to the appeal of Mark Kitchen and instructed the Executive Officer to inform him of the need to submit the required documentation.

The Commission acted to rescind its action of August 21, 2008 to disqualify Cecil Morris from current eligibility lists and instructed the Executive Officer to allow Cecil Morris to remain on the current eligibility list for Limited Term Employee Custodian.

The Commission acted to accept the Hearing Officer's recommendation regarding the dismissal of Rudy Melgar and instructed the Executive Officer to notify him of this decision.

ADJOURNMENT

There being no further business, Chairperson Mulkey adjourned at 10:30 a.m.

Respectfully submitted,

Ramon Curiel
Executive Officer

sj