

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Minutes for August 13, 2009

PAGES: 7.1.1- 7.1.5

Date: August 27, 2009

Reason for  
Consideration: Action

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

Chairperson Terry Ulaszewski called the meeting of the Personnel Commission to order at 8:17 a.m. at which time he led the pledge of allegiance.

COMMISSION MEMBERS PRESENT    STAFF MEMBERS PRESENT

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

Ramon Curiel, Executive Officer  
Stephanie Jimenez, Sr. Administrative Secretary  
Shirley Chiavetta, Sr. Personnel Analyst  
Marilyn Doss, Personnel Analyst  
Maria Braunstein, Associate Personnel Analyst  
Mary Cates, Human Resources Supervisor  
Susan Brister, Human Resources Technician  
Adriana Araujo-Honorio, Staff Secretary

PRELIMINARY

Guests: Dan Ewaskey, CSEA Unit B, Vice President and Ramon Sanchez, 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 announced the resignation for Board of Education Board Member, Michael Ellis. Mr. Curiel will keep the Commissioners informed on the district's future intentions for appointment or election of a new Board of Education Board Member.

Mr. Curiel informed the Commissioners that he recently served on an interview panel for the Personnel Director for the Huntington

Beach Union High School District. The new Personnel Director for the school district should be announced within the next week.

Mr. Curiel reminded the Commissioners that the Board Workshop will be held on Monday, August 17<sup>th</sup> and the Personnel Commission's Annual Report will be the first presentation scheduled at 10:00 a.m. A copy of the Personnel Commission's Annual Report PowerPoint presentation will be provided to the Commissioners today.

Mr. Curiel proudly announced that Dale Culton, Certification Services Manager will be marrying Ann Pullano, Administrative Coordinator, Human Resource Services this weekend in Paso Robles, California.

Mr. Curiel asked the Personnel Commission Division heads to give a brief update of their departments' activities. The staff managers gave individual brief reports to the Commission on the current activities of their units.

The unfortunate displacement of employees at Personnel Commission has created a major impact on Personnel Commission this year but Mr. Curiel wanted to thank each unit for their hard work and dedication on meeting Personnel Commission's needs during this time.

Mr. Curiel informed the Commissioners that Stephanie Jimenez, Senior Administrative Secretary, will be placed at the PALMS Office as an Administrative Secretary effective August 27<sup>th</sup>. Mr. Curiel and the Commissioners commended her for her dedication and hard work during her time employed at Personnel Commission. Lori Gamble, Senior Administrative Secretary from Facilities will be placed at Personnel Commission as the Senior Administrative Secretary effective August 27<sup>th</sup>.

#### PERSONNEL COMMISSION MINUTES

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The minutes of the July 30, 2009 Personnel Commission Meeting were approved.

#### REMOVAL FROM ELIGIBILITY LIST

#### REMOVAL FROM ELIGIBILITY LIST

Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.6. and 4.2.A.7. The appellant, Cornelius Lewis, was not present. The Commission moved this item to Closed Session.

### REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.5. The appellant, Reun Soth, was not present. The Commission moved this item to Closed Session.

### REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove an applicant from the eligibility list per Personnel Commission Rule 4.2.A.7. The appellant, Bobby Fosha, was not present. The Commission moved this item to Closed Session.

### 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.6. The appellant, Ramon Sanchez, was present. 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.

None

### 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	Dual	10-0007-5011
Campus Security Officer – Substitutes	Dual	10-SUBS-5011
Custodian	Dual	10-0008-0139
Custodian – Substitutes	OpenCont	10-SUBS-0139
Pool Attendant	Open/Cont	10-0006-0245
Supervisor – Autism Services	Open/Cont	09-0129-5046

## OTHER ITEMS

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Mr. Curiel distributed a copy of the Personnel Commission's Annual Report to the Commissioners and thanked Shirley Chiavetta, Senior Personnel Analyst for her hard work on creating the Annual Report. The Annual Report presentation will be provided at the Board Workshop scheduled on Monday, August 17<sup>th</sup> at 10:00 a.m. Mr. Curiel and Ms. Chiavetta discussed some of the highlights contained therein. Ms. Chiavetta also thanked Adriana Araujo-Honorio for assistance working on the Annual Report PowerPoint Presentation. The Commissioners conversed about the intent of the summary and complimented Ms. Chiavetta. Mr. Curiel commended Ms. Chiavetta for a job well done. The Commission voted unanimously to accept the interim report

## NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, August 27, 2009. 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 8:57 a.m. to hear the appeal of a disqualified appellant and review recommendations to remove applicants from eligibility lists.

## RETURN TO OPEN SESSION

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The Personnel Commission returned to Open Session at 9:25 a.m.

The following reportable actions were taken during Closed Session:

The Commission acted to sustain staff's recommendation to remove Cornelius Lewis from current eligibility lists for Custodian and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to remove Reun Soth from current eligibility lists for Nutrition Services Worker and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to remove Bobby Fosha from current eligibility lists for Substitute Custodian and instructed the Executive Officer to notify him of this decision.

The Commission acted to sustain staff's recommendation to disqualify Ramon Sanchez from continuing in the examination process for Instructional Assistant Intensive Behavioral Treatment. The Commissioners instructed the Executive Officer to notify him of this decision.

ADJOURNMENT

There being no further business, Chairperson Ulaszewski adjourned at 9:35 a.m.

Respectfully submitted,

Ramon Curiel  
Executive Officer