

**FULLERTON SCHOOL DISTRICT
Personnel Commission Meeting
1401 W. Valencia Drive, Fullerton, CA**

Minutes of the Regular Meeting of August 28, 2023

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Tommy Reminiskey, Chairperson, called the meeting to order at 4:30 p.m. and led the pledge of allegiance.

PERSONNEL COMMISSIONERS

Mr. Tommy Reminiskey, Chairperson

Dr. Alexis Norman, Vice-Chairperson (remote teleconference attendance)

Ms. Sarah Kelman, Member (remote teleconference attendance)

STAFF PRESENT

Paul Deines, Director, Human Resources

Edna Gastelo, Administrative Secretary

Blanca Martinez, Personnel Technician I

Debbie Shandy, Personnel Technician II

Cristina Reardon, Personnel Technician I

Martha Roberts, Personnel Specialist

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 24, 2023 - REPORT 2

The Personnel Commission reviewed the minutes.

A motion for approval was made by Dr. Norman, seconded by Ms Kelman; the motion passed unanimously.

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – REPORT 3

The Personnel Commission reviewed the Classified Personnel Report.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 4

The Personnel Commission reviewed the recruitment bulletin.

A motion for approval was made by Mr. Reminiskey, seconded by Ms. Kelman; the motion passed unanimously.

RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – REPORT 5

The Personnel Commission reviewed the Director's Certification of Eligibility Lists.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

PUBLIC COMMENTS

No public comments were made at this time, but there was a request to comment on Items #8 and #9 from JoAnne DeClaro, and comments are noted under those reports.

DIRECTOR'S REPORT:

Mr. Deines shared that, since the last meeting, school is now in session. He highlighted the beautification projects supported by the maintenance staff and other support staff. School Safety Monitors spent three days in professional development training. Mari Montgomery was recently hired as the new Director of Risk Management, Worker's Compensation and Safety. Mr. Deines thanked the Classified HR staff for their hard work. Dr. Norman also thanked the Classified HR staff for their hard work.

PROPOSED PERSONNEL COMMISSION RULES & REGULATIONS UPDATE - SECOND READ - REPORT 8

The Personnel Commission reviewed the proposed updates to 150.1.7 *NOTICE OF LAYOFF*.

Ms. JoAnne Declaro asked that the Personnel Commission consider adding language to the rule regarding an employee's right to request for hearing. She also shared her concerns regarding the delivery of the layoff notice and suggested that the notice be hand delivered to the employee versus mailed.

Mr. Deines shared that, though the current language states the notice would be mailed, he will uphold the practice of meeting with the employee(s) individually before mailing the notice. He also stated that he would like to meet with CSEA and the District before recommending any changes to the language regarding the delivery of the notice.

Dr. Norman and Ms. Kelman asked Mr. Deines to look into adding additional language regarding the contents of the layoff notice to include information on appeal rights and process.

A motion to approve the second reading of the proposed updates to rule 150.1.7 was made by Mr. Reminiskey, seconded by Dr. Kelman and approved unanimously.

PROPOSED PERSONNEL COMMISSION RULES & REGULATIONS UPDATE - FIRST READ - REPORT 9

The Personnel Commission reviewed the proposed updates to 50.2.14.2 *NOTICE OF FINAL SCORE*, and 60.1.6.2 *MERGER OF ELIGIBILITY LISTS*.

Ms. JoAnne Declaro suggested that language be added to the rules to state that the 45-day testing rule would not apply to any candidates who have exhausted from a list and are still within the 45-day window, allowing the candidates to reapply and retest for the position.

Mr. Deines explained the recommended 45-day testing window mirrors the testing window in place for the CBEST exam. Mr. Deines also mentioned that current practice regarding the merging of eligibility lists would allow candidates on an exhausted eligibility list to choose whether they would like to keep their current test score and be merged onto a new list, or reapply for the position, and that those employees would not be kept out of a new recruitment process even if it was within the retake testing window in the event of an exhausted list.

No action was taken on this discussion item.

AB 1699 UPDATE - REPORT 10

Mr. Deines gave an update on AB 1699. The Personnel Commission asked Mr. Deines to include the FSD logo on the opposing letter to the State Senate.

ACTIVE RECRUITMENT LIST - REPORT 11

The Personnel Commission reviewed the Active Recruitment List.

No action was taken on this information item.

ADMINISTRATION AND POLICY - REPORT 12

The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT OF REGULAR MEETING

The regular meeting was adjourned to closed session at 5:08 p.m.

RECESS TO CLOSED SESSION

No reportable action was taken during the closed session; closed session was adjourned at 5:13 p.m.

Minutes Accepted By:

Tommy Reminiskey, Chairperson
Recorded by: Edna Gastelo