

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Minutes for January 22, 2009

PAGES: 7.1.1- 7.1.4

Date: February 5, 2009

Reason for  
Consideration: Action

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

Chairperson Vera Mulkey called the meeting of the Personnel Commission to order at 8:17 a.m. at which time she led the pledge of allegiance to the flag and acknowledged that we are conducting our first Personnel Commission meeting with our newly elected President, Barack Obama.

COMMISSION MEMBERS PRESENT

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

STAFF MEMBERS PRESENT

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

PRELIMINARY

Guest: Gregory McEntire, Appellant.

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

None

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REPORT FROM THE EXECUTIVE OFFICER

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Mr. Curiel briefly discussed the budget. The State budget has not been resolved at this time. There was a Budget Advisory Committee meeting held on January 15<sup>th</sup>. There will be a special

Board meeting held on Monday, January 26<sup>th</sup> to review the District budget. Mr. Steinhauser has distributed a District Program Priorities Survey to staff and parents. Mr. Curiel strongly encouraged Commissioners to submit their survey. As of Wednesday, January 21 at least 5,000 surveys have been submitted.

Mr. Curiel informed the Commissioners that we have received communication from Appellant Rallo's attorney requesting compensation for expenses incurred in pursuit of Rallo's appeal. The Commissioners approved to take action on this request at the next Personnel Commission meeting on February 5, 2009.

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 reminded the Commissioners of the CSEA Installation of Officers breakfast on January 31, 2009.

#### PERSONNEL COMMISSION MINUTES

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The minutes of the January 8, 2009 Personnel Commission Meeting were approved.

#### REMOVAL FROM ELIGIBILITY LIST

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Staff submitted a recommendation to remove a name from current eligibility lists per Personnel Commission Rule 4.2.A.5. The appellant, Gregory McEntire, 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:

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:

Catering Supervisor	Prom	09-0065-5057
Instructional Aide – Special	Open/Cont	09-0077-0448
Instructional Aide – Special	Open/Cont	09-0081-0448
Instructional Aide – Special/ Substitutes & LTES	Open/Cont	09-LTES-0448
Instructional Aide – Special/ Substitutes & LTES	Open/Cont	09-LTES-0448
Kids Club Assistant	Dual	09-0063-0694
Kids Club Lead Assistant	Dual	09-0064-0515
Nutrition Services Worker	Open/Cont	09-0076-5068

### Extend Eligibility Lists

Community Liaison Worker Bilingual Spanish	Dual	08-0083-0155
Intermediate Accounting Assistant	Dual	08-0095-0755
School Safety Communications Operator	Dual	08-0100-5013
School Safety Officer	Open/Cont	08-0113-5014
School Safety Officer	Open/Cont	09-0015-5014
Staff Secretary	Dual	08-0053-3364
Switchboard Operator	Dual	08-0094-5033

### 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, February 5, 2009. The meeting will be at 8:15a.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 following reportable actions were taken during Closed Session:

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

### RETURN TO OPEN SESSION

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The Personnel Commission returned to Open Session at 10:05 a.m.

ADJOURNMENT

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

Respectfully submitted,

Ramon Curiel  
Executive Officer