

PERSONNEL COMMISSION
HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF

August 3, 2021

PRELIMINARY SECTION

CALL TO ORDER

The meeting of the Personnel Commission of the Hacienda La Puente Unified School District was called to order by Mr. Henry Gonzales, Chair, at 4:30 p.m., via teleconference/video conference.

MEMBERS PRESENT

Mr. Henry Gonzales, Chair
Mr. Frank Vasquez, Vice Chair
Ms. Sandra Hernandez, Member

STAFF MEMBERS PRESENT

Mr. Israel Cobos, Personnel Director
Ms. Jennifer Chen, Personnel Analyst
Ms. Michelle Quiroz, Personnel Assistant

OTHERS PRESENT

See Visitor's Register

I. GENERAL FUNCTIONS

APPROVED AGENDA AS AMEDNDED

22. Vote 2-0 Mr. Vasquez -Yes Ms. Hernandez -Yes

Ms. Sandra Hernandez, Member, moved to approve the agenda as amended to remove closed session.

APPROVED MINUTES AS SUBMITTED

23. Vote 2-0 Mr. Vasquez -Yes Ms. Hernandez -Yes

Mr. Frank Vasquez, Vice Chair, moved to approve the minutes of the regular meeting of July 6, 2021.

DIRECTOR'S REPORT

24. Mr. Cobos welcomed everyone to the meeting.

25. Mr. Cobos introduced the new Personnel Commission staff:

- Ryan Talmadge, Associate Personnel Analyst
- Maria Murillo, Personnel Technician
- Gina Song, Personnel Technician

26. Mr. Cobos provided updates on current and upcoming recruitments, and an extended eligibility list.

27. Mr. Cobos shared the following updates:

- Personnel Commission staff participated in the 2021 WRIPAC virtual roundtable meeting on July 29 to discuss best practices in preparation for school opening.
- The next new employee orientation save the date was sent out and is scheduled for Monday, September 27. More information will be forthcoming as we get closer to the date.
- Mr. Cobos commented on the upcoming first day of school and wished all employees and sites a great first week of school.

COMMUNICATIONS

28. Margaret Caldera, CSEA President, wished everyone a great and safe new school year.
- Ms. Caldera requested that the Working Out of Class report be made public.
- Ms. Caldera asked why the Director of Facilities list is on the agenda to be extended even though the position is currently filled.
- Ms. Caldera asked if there were active eligibility lists for Custodian I and Custodian II.
- Ms. Caldera noted that CSEA is in support of the rule change on today's agenda.
29. Susan Lopez, SIEU representative, welcomed the new staff to the Personnel Commission team, and welcomed everyone back for the new school year.
30. Adriana Quiñones, community member, visited the Personnel Commission website in order to review the department's responsibilities and to see if there is current outreach to the community. She remarked that she would like to see more transparency and information on the website.
- Ms. Quiñones asked how the department deals with conflicts of interest, retaliation and intimidation concerns.

II. SELECTION PROCESS

RECEIVED TEST PLAN

31. Received Test Plan. No Action Required.

RECEIVED PROVISIONAL ASSIGNMENT AND WORKING OUT OF CLASS REPORT

32. Received Provisional Assignment and Working Out of Class report. No Action Required.

RATIFIED THE 3-MONTH EXTENSION OF THE FOLLOWING ELIGIBILITY LIST(S) PER PC RULE 6.1.5

33. Vote 2-0 Mr. Vasquez - Yes Ms. Hernandez - Yes

Ms. Hernandez moved to approve the 3-month extension of the following Eligibility list(s) per PC Rule 6.1.5:

Director of Facilities – List #1818/0620
Previous expiration date: 08/13/2021
New expiration date: 11/13/2021

RATIFIED REMOVAL OF ELIGIBLES

34. Vote 2-0 Mr. Vasquez - Yes Ms. Hernandez - Yes

Ms. Hernandez moved to approve the ratification of the removal of the following eligible(s) in accordance with the Personnel Commission Rules 6.1.11 and 4.2.1:

Accounting Technician, List #0116/0320
Eligible(s) #26539786, #43994698

Custodian I, List #0806/0120
Eligible(s) #41310466

III. CLASSIFICATION AND SALARY

35. None

IV. RULES AND REGULATIONS

FIRST READING OF PERSONNEL COMMISSION
RULE 7.3.2. – SUMMER AND OTHER RECESS
PERIOD APPOINTMENTS

36. Mr. Cobos reviewed the changes to PC Rule 7.3.2.

V. CHARGES AND HEARINGS

37. None.

VI. OTHER

38. None.

UNFINISHED BUSINESS

39. None.

COMMISSIONERS' COMMENTS

40. Mr. Vasquez welcomed the new staff members to the team.

Mr. Vasquez asked if the department has training available to the community where questions can be asked.

Mr. Vasquez conveyed his enthusiasm about the new school year and wished everyone well.

41. Ms. Hernandez thanked everyone who joined the meeting, and welcomed the new staff to the team. She wished everyone an excellent and safe new school year.

Ms. Hernandez expressed her appreciation for Ms. Quinones' comments, reminding us that we must always be educating.

42. Mr. Gonzales welcomed the new staff members, noting that there is much to do with the new school year beginning.

Mr. Gonzales noted that the law that allows for virtual meetings would expire at the end of September. He explained that next month's meeting might be a hybrid of in person and online.

NEXT REGULAR MEETING

43. The next regular meeting is scheduled for
Tuesday, September 7, 2021 at 4:30 p.m.

Meeting adjourned at 4:58 p.m.

Submitted by



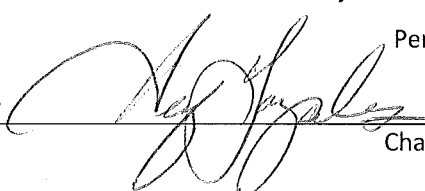
Israel Cobos
Personnel Director

Approved

9/7/21

Date

By



Chair