

Minutes of the Special Meeting of the Personnel Commission

December 14, 2004

- CALL TO ORDER** The meeting was called to order by Dr. Griffith at 10:40 a.m.
- PRESENT** Personnel Commissioners:
- Dr. Harold M. Klonecky (absent)
Dr. Owen H. Griffith
Mr. Steven M. Busch
- Dr. Donald R. McCann, Director-Personnel Commission
Ms. Kris Koga, Personnel Analyst
- PLACE AND DATE OF MEETING** Torrance Unified School District Personnel Commission
Conference Room, 2335 Plaza del Amo, Torrance,
December 14, 2004.
- TEMPORARY ASSIGNMENT – DIRECTOR-PERSONNEL COMMISSION**
- Dr. Griffith requested that Dr. McCann provide a report on the availability of acting directors pending the permanent placement of the Director-Personnel Commission.
- Dr. McCann reported that he had contacted several possible individuals to serve as Acting Director-Personnel Commission. He noted that such individuals were either not available or could possibly be candidates for the current recruitment. Bev Mautino, a former employee who had served as Acting Director-Classified Personnel previously, noted that she would be available on a part-time basis.
- Dr. McCann added that he could serve on a limited part-time basis as a substitute Director in the interim when Ms. Mautino was unavailable. Dr. McCann further noted that substitute employees do not receive fringe benefits and that it is the District's standard practice to hire retirees at the step they held upon retirement. Additionally, the practice is to hire substitutes at step 1 if they have not attained permanency in the classification.
- Mr. Busch moved, seconded by Dr. Griffith, that Bev Mautino be approved to be hired as a substitute Director-Personnel Commission on an on-call, as needed basis at Step 1, Range M6 of the Classified Management Employees Salary Schedule. Motion carried 2/0.
- Mr. Busch moved, seconded by Dr. Griffith, that Don McCann be approved to be hired as a substitute Director-Personnel Commission on an on-call, as needed basis at Step 5, Range M6 of the Classified Management Employees Salary Schedule. Motion carried 2/0.
- ADJOURNMENT** Meeting adjourned at 11:09 a.m.