

**Minutes of the Regular Meeting of the Personnel Commission  
March 20, 2007**

- CALL TO ORDER**                   The meeting was called to order by Dr. Griffith at 3:30 p.m.
- PRESENT**                            Personnel Commissioners:  
Dr. Owen H. Griffith  
Dr. Harold M. Klonecky  
Patrick J. Furey, Esq.  
  
Dr. Kris Koga, Director-Personnel Commission  
Ms. Liane Kwan, Associate Personnel Analyst
- PLACE AND DATE OF MEETING**           Torrance Unified School District Office Board Room, 2335 Plaza del Amo, Torrance, March 20, 2007.
- PLEDGE OF ALLEGIANCE**   The Pledge of Allegiance was led by Dr. Klonecky
- APPROVAL OF MINUTES –Regular Meeting of March 6, 2007**           Dr. Klonecky moved, seconded by Mr. Furey, that the Minutes of the Regular Meeting of March 6, 2007 be approved. Motion carried 3/0.
- APPROVAL OF ELIGIBILITY LISTS-State Information Exchange Specialist**           Dr. Klonecky moved, seconded by Mr. Furey, that the Eligibility List-State Information Exchange Specialist be approved. Motion carried 3/0.
- APPROVAL OF PERSONNEL COMMISSION REVISED RULES AND REGULATIONS**           Dr. Klonecky moved, seconded by Mr. Furey, that the Personnel Commission Revised Rules and Regulations be approved. Motion carried 3/0.  
  
Mr. Furey noted that he had reviewed all of the suggested changes to the rules and regulations stipulated by Legal Counsel, Kristine Kwong, and concurred that each change was in the Education Code and correct.
- APPROVAL OF PAYMENT FOR INVOICE NO. 10637149 FOR \$4,527.90- PERSONNEL COMMISSION LEGAL COUNSEL, KRISTINE KWONG, HINSHAW & CULBERTSON**           Dr. Klonecky moved, seconded by Mr. Furey, that the Payment for Invoice No. 10637149 for \$4,527.90 – Personnel Commission Legal Counsel, Kristine Kwong, Hinshaw & Culbertson be approved. Motion carried 3/0.
- INFORMATION ITEMS**            Job Announcements:  
  School Bus Driver  
  
Next Regular Commission Meeting –  
April 3, 2007, 3:30 p.m. – District Office Board Room
- COMMENTS FROM STAFF**        Dr. Koga reported that Richard Ide will be conducting reclassification interviews next week, March 26-30, 2007 in the District Office Conference Room.  
  
Dr. Koga also reported that she attended Community Emergency Response Team (CERT) training through the Torrance Fire Department.

She said for three consecutive Saturdays, she learned survival techniques and skills for emergency and disaster situations. She further commended that outstanding job that our City of Torrance Firefighter and Paramedic do in protecting our city and providing valuable training to residents and individuals who are employed within the City of Torrance.

Dr. Koga stated she attended the Southern California Regional Occupational Center's (SCROC) Advisory Board Meeting where various agencies were in attendance. She further added that to support SCROC's educational efforts, Ms. Kwan will attend the institution's Annual Career Day on June 6, 2007.

Ms. Kwan summarized the training session entitled "Developing Responses to the FMLA, ADA, and Worker's Comp Compliance Issues" that she attended on March 1, 2007.

**COMMENTS FROM  
PERSONNEL  
COMMISSIONERS**

Mr. Furey reminded everyone of the Annual Torrance Education Foundation (TEF) dinner on Saturday, March 31, 2007, 6:30 p.m. at the Torrance Marriott Hotel and further noted that a new 2007 Toyota Prius will be raffled with tickets still available.

Dr. Griffith announced the next Educational Council of Torrance (ECT) luncheon will be held on Monday, April 2, 2007, 11:30 a.m. at the Levy Center. He noted that the upcoming luncheon will feature the Torrance Symphony Orchestra and its involvement with the winners of the Young Musician Concerto Competition.

**COMMENTS FROM  
THOSE IN ATTENDANCE**

Ms. Roberta Belyea, CSEA Chapter 845 President, thanked Mr. Furey for his time and assistance in reviewing the revised Personnel Commission rules.

Ms. Peggy Shannon, CSEA Chapter 845 Labor Representative, requested to meet with Dr. Koga meet to finalize the reversion rights issue before the next Personnel Commission meeting.

**ADJOURNMENT**

The meeting was adjourned 4:09 p.m.