

**Minutes of the Regular Meeting of the Personnel Commission
September 5, 2006**

CALL TO ORDER The meeting was called to order by Dr. Klonecky at 3:30 p.m.

PRESENT Personnel Commissioners:
Dr. Harold M. Klonecky
Dr. Owen H. Griffith
Mr. Steven M. Busch

Dr. Kris Koga, Director-Personnel Commission
Mr. Walt Heath, Associate Personnel Analyst
Ms. Denise Aguayo, Associate Personnel Analyst

**PLACE AND DATE
OF MEETING** Torrance Unified School District Office Board Room, 2336 Plaza del Amo,
Torrance, September 5, 2006.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was dispensed with.

**APPROVAL OF MINUTES
–Regular Meeting of
August 8, 2006** Dr. Griffith moved, seconded by Mr. Busch, that the Minutes of the
Regular Meeting of August 8, 2006 be approved. Motion carried 3/0.

**APPROVAL OF
ELIGIBILITY LISTS –
Accounting Specialist,
Health Clerk, Management
Information Systems and
Research Technician** Mr. Busch moved, seconded by Dr. Griffith, that the Eligibility Lists –
Accounting Specialist, Health Clerk, Management Information Systems
and Research Technician be approved. Motion carried 3/0.

INFORMATION ITEMS Job Announcements:
 Manager- Accounting and Finance
 Paraeducator-Tier I/Tier II
 Plumber

2007 CSPCA Annual Conference – February 15-18, 2007 – Long Beach,
CA

Next Regular Commission Meeting:
September 19, 2006, 3:30 p.m.- District Office Board Room

COMMENTS FROM STAFF Dr. Koga stated that at the meeting of the Board of Education scheduled for later this evening, she would be presenting the Personnel Commission's Annual Report for 2005-2006. She pointed out that the Personnel Commissioners would be reconvening at the Board of Education meeting to review the Reclassification Study.

Mr. Heath reported on a workshop both he and Dr. Koga attended entitled Fitness for Duty/Dealing with Difficult Employees presented by the legal firm of Atkinson, Andelson, Loya, Ruud & Romo for the Southern California Public Management Association-Human Resources (SCPMA-HR). He noted that topics covered included employee disabilities, fitness for duty examinations, accommodation, and the various legal and regulatory bases for properly conducting actions taken in the human resources arena.

Dr. Koga emphasized the importance of staff training in an effort to stay current with the changing legislation and court cases. She noted that staff only attended workshops through membership organizations in which registration is free of charge to current members.

COMMENTS FROM PERSONNEL COMMISSIONERS Dr. Klonecky stated that he would be introducing the Personnel Commissioners at tonight's Board meeting and presenting a prepared letter regarding the Reclassification Study.

COMMENTS FROM THOSE IN ATTENDANCE Ms. Ana San Roman, President of CSEA Chapter 19, asked about the availability of a copy of the comparison figures reporting the budgetary impact resulting from both the original and the revised Reclassification Studies, which had been requested by the Board of Education at its last meeting.

Dr. Koga responded that this information would have been prepared by Dr. Stabler's staff and that it may be available there.

Ms. San Roman extended an invitation to Dr. Koga and the Personnel Commissioners to attend a PTA luncheon on October 4, 2006 at Levy Center.

RECESS The meeting was recessed at 3:45 p.m. and would reconvene at the Board of Education meeting.

RECONVENE The meeting reconvened at 7:30 p.m. at the Board of Education meeting.
Dr. Klonecky answered questions from the Board of Education on behalf of the Personnel Commission.

ADJOURNMENT The meeting adjourned at 9:15 p.m.