

**San Dieguito Union High School District
PERSONNEL COMMISSION**

Regular Meeting Minutes

3:30 P.M., July 11, 2023

MEETING/OPEN SESSION

1. Call to Order

The meeting was called to order at 3:34 p.m. by Commissioner Chair JUSTIN CUNNINGHAM.

2. Pledge of Allegiance

Commissioner Cunningham led the pledge of allegiance.

Personnel Commissioners in Attendance

Justin Cunningham

Jeff Charles

John Baird

Personnel Commission Staff in Attendance

Susan Gray, Director of Classified Personnel

Barbara Bass, Human Resources Analyst

Jennifer Laity, Human Resources Technician

3. Approval of the Agenda for the July 11, 2023, Personnel Commission Regular Meeting.

Public Comments- None

Moved by JOHN BAIRD, seconded by JEFF CHARLES, to approve the agenda for the July 11, 2023, Personnel Commission Regular Meeting.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

4. Approval of the Minutes for the June 13, 2023, Personnel Commission Regular Meeting.

Public Comments - None

Moved by JEFF CHARLES, seconded by JOHN BAIRD to approve the minutes of the June 13, 2023, Personnel Commission Regular Meeting.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

5. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the body itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.

- A. California School Employees Association - *None*
- B. San Dieguito Union High School District – *None*
- C. Public - *None*

ACTION ITEMS (See Supplements)

6. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED

Public Comments - None

- A. Moved by JOHN BAIRD, seconded by JEFF CHARLES, to approve an Eligibility List for Bilingual Parent-Community Liaison - Spanish, SR36, Open/Promotional-Dual Certification, effective 06/09/2023, eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- B. Moved by JEFF CHARLES, seconded by JOHN BAIRD, to approve an Eligibility List for Irrigation Specialist, SR41, Open/Promotional-Dual Certification, effective 06/09/2023, eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- C. Moved by JOHN BAIRD seconded by JEFF CHARLES, to approve a Merged Filing Eligibility List for Interpreter for the Deaf and Hard-of- Hearing, SR60, Open/Promotional-Dual Certification, updated 06/13/2023, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

D. Moved by JEFF CHARLES, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Student Health Care Specialist, SR40, Open/Promotional-Dual Certification, updated 06/14/2023, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

E. Moved by JOHN BAIRD seconded by JEFF CHARLES, to approve a Merged Filing Eligibility List for Interpreter for Bilingual Parent-Community Liaison – Spanish, SR36, Open/Promotional-Dual Certification, updated 06/22/2023, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

F. Moved by JEFF CHARLES, seconded by JOHN BAIRD, an Eligibility List for Receptionist, SR32, Open/Promotional-Dual Certification, effective 06/22/2023, eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

G. Moved by JOHN BAIRD seconded by JEFF CHARLES, to approve an Eligibility List for Director of Maintenance & Operations, Management, SR12, Open/Promotional-Dual Certification, effective 06/23/2023, eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

7. ELIGIBILITY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

Public Comments- None

A. Motioned by JEFF CHARLES, seconded by JOHN BAIRD, to establish a six-month Eligibility List for Learning Commons Technician I, SR40, Open/Promotional-Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- B. Motioned by JEFF CHARLES, seconded by JOHN BAIRD, to establish a six-month Eligibility List Information Systems Support Technician, SR44, Open/Promotional-Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

DISCUSSION/INFORMATION ITEMS (See Supplements)

8. STAFF COMMENTS ON PERSONNEL ACTIVITIES

Public Comments - None

A. Vacancy Report Summary

B. Vacancy Report

C. Personnel List Report

9. ASSEMBLY BILL 1699

Public Comments – None

Susan Gray, Director of Classified Personnel, summarized the bill as it is currently drafted and John Baird, Commissioner, gave an update regarding the San Diego Chapter of the CSPCA and the state CSPCA's review and involvement in discussions regarding the proposed bill.

10. CORRESPONDENCE

Public Comments - None

11. NEXT PERSONNEL COMMISSION MEETING

The next Regular meeting of the Personnel Commission is scheduled for Tuesday, August 8, 2023, at 3:30 P.M.

Susan Gray, Director of Classified Personnel advised that the meeting location is TBD.

12. ADJOURNMENT – 4:10 P.M.