I. Call to Order
   A. The meeting was called to order at __________.
   B. Pledge of Allegiance
   C. Roll-Call
      Commissioner Valerie Dixon, Chairperson Present __________
      Commissioner Michael Salazar, Vice Chairperson Present __________
      Commissioner George Bohn, Member Present __________

II. Approval of Agenda
    Moved: __________ Seconded __________
    Discussion: ___________________________________________________________________
    Vote: Dixon: __________ Salazar: __________ Bohn: __________

III. Public Comments
    Note
    1. The public may address the Commission on any matter pertaining to the Personnel
       Commission that is not on the agenda. The Commission may not discuss or take action on
       an issue not on the agenda, except to ask questions or refer matters to staff. The public
       may address items on the agenda when such items are being considered.
       (Government Code 45954.3)
    2. Each speaker may speak only once.
    3. A five (5) minute time limit will be allotted to each speaker, unless extended by the
       Chairperson.
    4. A Request to Speak form must be completed before the meeting is called to order and
       submitted to the Chair in order to speak.

IV. Action Items
   A. The commission will consider approving eligibility List(s). It is moved that the commission ratify
      Eligibility List(s) for:
      1. Cafeteria Worker Exam # 16-029
      2. Custodian I Exam # 16-028
      3. Food Production Worker Exam # 16-026
      4. Nutrition Services Equipment Mechanic Exam # 16-027
      5. School Police Officer Exam # 16-024
      6. Student Recovery Specialist Exam # 16-015
      7. Student Services Specialist II Exam # 16-023
      8. Workers’ Compensation Technician Exam # 16-022
     Moved: __________ Seconded __________
     Discussion: ___________________________________________________________________
     Vote: Dixon: __________ Salazar: __________ Bohn: __________
   B. The commission will consider approving the following recruitments:
      1. Account Clerk II Open/Promotional 05/25/2016-06/21/2016
      2. Appliance Repair Technician Open/Promotional 04/27/2016-06/21/2016
     Moved: __________ Seconded __________
     Discussion: ___________________________________________________________________
     Vote: Dixon: __________ Salazar: __________ Bohn: __________
3. Heavy Equipment Operator Open/Promotional 05/25/2016-07/05/2016
4. HVACR Mechanic Open/Promotional 05/18/2016-Continuous
5. Nutrition Services Equipment Mechanic Open/Promotional 04/27/2016-Continuous
6. Nutrition Services Supervisor Open/Promotional 05/11/2016-Continuous
7. Occupational Therapist Open/Promotional 05/25/2016-07/05/2016
8. Pool Attendant Open/Promotional 05/18/2016-Continuous
9. Purchasing Clerk Open/Promotional 06/01/2016-06/28/2016
10. Registered Behavior Technician Open/Promotional 05/18/2016-Continuous
11. Senior Claims Examiner Open/Promotional 06/01/2016-06/28/2016
12. Senior Food Production Worker Open/Promotional 05/18/2016-07/14/2016
13. Senior Purchasing Clerk Open/Promotional 06/01/2016-06/28/2016
14. Water Cooling/Heating Specialist Open/Promotional 05/18/2016-Continuous
15. Welder Fabricator Open/Promotional 06/01/2016-06/28/2016

Moved: __________           Seconded  __________
Discussion: ___________________________________________________________________
Vote: Dixon: __________ Salazar: __________ Bohn: __________

C. The commissioners will have a discussion on PC summer hours.
Moved: __________           Seconded  __________
Discussion: ___________________________________________________________________

D. The commission will consider approving the Commissioners, Personnel Commissioner Director, Personnel Analyst, and Human Resources Specialist(s) (PC) to attend the 2016 Conference for School Personnel Commissioners Association of Northern California on Friday, October 21, 2016 through Sunday, October 23, 2016 at Siena Hotel 1 South Lake Street, Reno, Nevada. Total cost for conference and hotel stay is not to exceed $5,000.00.
Moved: __________           Seconded  __________
Discussion: ___________________________________________________________________
Vote: Dixon: __________ Salazar: __________ Bohn: __________

E. It is recommended that the Personnel Commission approve the Advertising Subscription for NEOGOV 2016-2017, for governmentjobs.com for the amount of $4,950.00.
Moved: __________           Seconded  __________
Discussion: ___________________________________________________________________
Vote: Dixon: __________ Salazar: __________ Bohn: __________

F. It is recommended that the Personnel Commission approve the membership for Maintenance Agreement for Lanier Copy Machine SD Lanier MP C6850 from July 1, 2016 through June 30, 2017, not to exceed $3,500.00.
Moved: __________           Seconded  __________
Discussion: ___________________________________________________________________
Vote: Dixon: __________ Salazar: __________ Bohn: __________

G. The commission will consider approving certification names from other eligibility lists to fill vacancies, as follows:

From: To:
1. Transportation Scheduler Bilingual Transportation Scheduler

Reference: PC Rule 5.23, 5.23.1, 5.23.2, 5.23.3.
Moved: __________           Seconded  __________
Discussion: ___________________________________________________________________
Vote: Dixon: __________ Salazar: __________ Bohn: __________
H. The commission will consider approving the minutes for May 4, 2016.

Moved: __________           Seconded  __________

Discussion: ___________________________________________________________________

Vote: Dixon: __________ Salazar: ____________ Bohn: __________

V. Commissioner’s/Director’s Comments

VI. Closed Session:

The commission adjourned into closed session at ________ pursuant to Government Code Section 54957 to discuss:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
   Title: Personnel Commission Director
   Personnel Analyst

2. Consideration of appointment, employment, dismissal, or evaluation of an employee.
   ID# 16-25145239
   ID# 16-21615818
   ID# 16-18528437

The commission reconvened into open session at _________ and announced the following action taken in closed session.

Adjournment

The commission adjourned the meeting at __________
<table>
<thead>
<tr>
<th>Exam #</th>
<th>16-029</th>
<th>Exam Title</th>
<th>Cafeteria Worker</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Posting Dates</td>
</tr>
<tr>
<td>Opened</td>
<td>Closed</td>
<td>Date Terminated</td>
<td># Eligible</td>
</tr>
<tr>
<td>4/27/2016</td>
<td>5/24/2016</td>
<td>12/9/16</td>
<td>46</td>
</tr>
</tbody>
</table>

**Merged with exams #15-143 & 16-011

I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

[Signature]

6/1/2016

Date
<table>
<thead>
<tr>
<th>Exam #</th>
<th>16-028</th>
<th>Exam Title</th>
<th>CUSTODIAN</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Posting Dates</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opened</td>
<td>Closed</td>
<td>Date Terminated</td>
<td># Eligible</td>
</tr>
</tbody>
</table>

I certify that these eligibility lists are based upon examination requirements completed and compiled in accord with Article 8, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

[Signature]
Director 5/24/16 Date
<table>
<thead>
<tr>
<th>Posting Dates</th>
<th>Opened</th>
<th>Closed</th>
<th>Date Terminated</th>
<th># Eligible</th>
<th># Ranks</th>
<th># Applied</th>
<th># Meeting MQ's</th>
</tr>
</thead>
</table>

I certify that these eligibility lists are based upon examination requirements completed and compiled in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

![Signature]

Byrd
Director

Date 5/5/16
<table>
<thead>
<tr>
<th>Exam #</th>
<th>16-027</th>
<th>Exam Title</th>
<th>NUTRITION SERVICES EQUIPMENT MECHANIC</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Posting Dates</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Opened</td>
<td>Closed</td>
</tr>
<tr>
<td>3/23/2016</td>
<td>4/19/2016</td>
<td>6/9/2017</td>
<td>1</td>
</tr>
</tbody>
</table>

I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

[Signature]

Personnel Analyst

Date 6-2-16
<table>
<thead>
<tr>
<th>Exam #</th>
<th>Exam Title</th>
<th>School Police Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Posting Dates</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Opened</td>
<td>Closed</td>
</tr>
<tr>
<td></td>
<td>3/16/2016</td>
<td>5/17/2016</td>
</tr>
</tbody>
</table>

**Merged with exams #15-043, #15-089, #15-129, #15-166**

I certify that these eligibility lists are based upon examination requirements completed and compiled in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

[Signature]
Personnel Director

5/26/2016
Date
<table>
<thead>
<tr>
<th>Exam #</th>
<th>16-015</th>
<th>Exam Title</th>
<th>Student Recovery Specialist</th>
</tr>
</thead>
<tbody>
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<td>Posting Dates</td>
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</tr>
<tr>
<td>Opened</td>
<td>2/24/2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Closed</td>
<td>3/22/2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date Terminated</td>
<td>6/9/17</td>
<td></td>
<td></td>
</tr>
<tr>
<td># Eligible</td>
<td>63</td>
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<td># Ranks</td>
<td>23</td>
<td></td>
<td></td>
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<tr>
<td># Applied</td>
<td>411</td>
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</tr>
<tr>
<td># Meeting MC's</td>
<td>102</td>
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</tr>
</tbody>
</table>

I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

(Handwritten Signature)

Personnel Director

Date 5/6/2016
<table>
<thead>
<tr>
<th>Exam #</th>
<th>16-023</th>
<th>Exam Title</th>
<th>STUDENT SERVICES SPECIALIST II</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Posting Dates</td>
<td></td>
</tr>
<tr>
<td>Opened</td>
<td>3/9/2016</td>
<td>Closed</td>
<td>4/5/2016</td>
</tr>
</tbody>
</table>

I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

[Signature]

Director

[Date] 3/9/16
<table>
<thead>
<tr>
<th>Exam #</th>
<th>Exam Title</th>
<th>WORKERS' COMPENSATION TECHNICIAN</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Posting Dates</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Opened Closed Date Terminated # Eligible # Ranks # Applied # Meeting MQ's</td>
</tr>
</tbody>
</table>

I certify that these eligibility lists are based upon examination requirements completed and complied in accord with Article 6, commencing with section 45240 of the California Education Code and the Rules and Regulations of the Personnel Commission.

[Signature]
Director

Date 5/5/16
REGISTER NOW:

HTTPS://WWW.REGONLINE.COM/SPCANC2016

OCT. 21 -23, 2016
SPCA-NC FALL CONFERENCE
RENO, NV

Highlights:
The event will be held at the newly renovated Siena Hotel in Reno, Nevada, with a welcome dinner on Friday night at the National Auto Museum (see above). You won’t want to miss this spectacular event!  Early Bird registration ends 5/27.  You won’t want to miss it! Register today!

• Friday, 10/21
  o Workshops: 1:00 pm to 4:00 pm (time approximate)
  o “Night at the National Auto Museum” with hosted dinner

• Saturday, 10/22
  o Hosted Breakfast and Lunch
  o Workshops: 8:30 am to 4:30 pm
  o Annual business meeting
  o Evening Reception

• Sunday, 10/23
  o Breakfast Buffet
  o Final Workshop

SIENA HOTEL
1 South Lake Street
Reno, NV 89501
http://www.sienareno.com/

NATIONAL AUTO MUSEUM
10 South Lake Street
Reno, NV 89501
http://www.automuseum.org/
Governmentjobs.com, Inc.
222 N. Sepulveda Blvd
Suite 2000
El Segundo CA 90245

Bill To
Abe Flory
San Bernardino City USD, (CA)
777 North F Street B
San Bernardino CA 92410
United States

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Period Covered</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Posting Subscription</td>
<td>Governmentjobs.com Subscription</td>
<td>01-JUL-16 - 30-JUN-17</td>
<td>4,950.00</td>
</tr>
</tbody>
</table>

Thank you for your business!

Please note remittance information below.

To view and download a copy of our W9 please visit www.neogov.com/w-9

Governmentjobs.com, Inc.
Payments Online

To pay via credit card, please login to our NetSuite Customer Billing Center. If you do not have access to our Customer Center, please email us at accounting@neogov.com or call 310.426.6304 for assistance.

Payments by Wire:
Wells Fargo Bank
Account #: 7808864628
Account Name: GovernmentJobs.com, Inc.
Bank Routing No.: 122000247
Swift Code: WFBIUS6S

Remittance Slip

<table>
<thead>
<tr>
<th>Customer</th>
<th>San Bernardino City USD, Invoice #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Due</td>
<td>INV17964</td>
</tr>
<tr>
<td>Amount Paid</td>
<td>$4,950.00</td>
</tr>
</tbody>
</table>

Make Checks Payable To
Governmentjobs.com, Inc.
Governmentjobs.com, Inc.
222 N. Sepulveda Blvd
Suite 2000
El Segundo CA 90245
San Bernardino City Unified School District
Purchasing Requisition

<table>
<thead>
<tr>
<th>Requisition Type</th>
<th>Vendor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requisition Number</td>
<td>760994</td>
</tr>
<tr>
<td>Requestor's Position</td>
<td>Secretary - Personnel Commission</td>
</tr>
<tr>
<td>Location</td>
<td>Personnel Commission</td>
</tr>
<tr>
<td>Room</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>LANIER COPY MACHINE MAINTENANCE AGREEMENT 16-17</td>
</tr>
<tr>
<td>Annual Requisition</td>
<td>No</td>
</tr>
<tr>
<td>Requisition Date</td>
<td>07/01/2016</td>
</tr>
<tr>
<td>Requestor's Name</td>
<td>NERSIDALIA GARCIA</td>
</tr>
<tr>
<td>Building/Department Entered By</td>
<td></td>
</tr>
<tr>
<td>Type of Goods/Services</td>
<td>Not Applicable</td>
</tr>
<tr>
<td></td>
<td>Nersidalia Garcia</td>
</tr>
<tr>
<td></td>
<td>Maint Agrmt, Copier (108)</td>
</tr>
</tbody>
</table>

Vendor Information

<table>
<thead>
<tr>
<th>Number</th>
<th>300305-01</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>BURTRONICS BUSINESS SYSTEMS</td>
</tr>
<tr>
<td>Address 1</td>
<td>P. O. BOX 1170</td>
</tr>
<tr>
<td>Address 2</td>
<td></td>
</tr>
<tr>
<td>Address 3</td>
<td></td>
</tr>
<tr>
<td>City, State, Zip</td>
<td>SAN BERNARDINO, CA 92402-1170</td>
</tr>
<tr>
<td>Contact Name</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>(909) 885-7576</td>
</tr>
<tr>
<td>Fax</td>
<td></td>
</tr>
<tr>
<td>Pager</td>
<td>(909) 885-7416</td>
</tr>
<tr>
<td>E-mail</td>
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</tr>
<tr>
<td>Suggested Vendor/Chgs</td>
<td></td>
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<tr>
<td>Payment Terms</td>
<td></td>
</tr>
<tr>
<td>Contract</td>
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</tr>
</tbody>
</table>

Additional Information

Shipping Information

<table>
<thead>
<tr>
<th>Ship To</th>
<th>Personnel Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address 1</td>
<td>777 North F Street</td>
</tr>
<tr>
<td>Address 2</td>
<td>Portable B</td>
</tr>
<tr>
<td>Address 3</td>
<td></td>
</tr>
<tr>
<td>City, State, Zip</td>
<td>San Bernardino, Ca 92410</td>
</tr>
<tr>
<td>Ship Via</td>
<td></td>
</tr>
<tr>
<td>Delivery Instructions</td>
<td>PO number MUST be visible on the exterior of each carton shipped.</td>
</tr>
<tr>
<td>Additional Information</td>
<td></td>
</tr>
</tbody>
</table>
## San Bernardino City Unified School District
### Purchasing Requisition

**Receiving Information**
- Receiving Instructions: 
- Additional Instructions: 

**Item Information**

<table>
<thead>
<tr>
<th>Item Line Number</th>
<th>Quantity</th>
<th>Unit</th>
<th>Item Number</th>
<th>Description</th>
<th>Compliance Code</th>
<th>Unit Cost</th>
<th>Extended Cost*</th>
<th>Account Line Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td></td>
<td>MAINTENANCE AGREEMENT FOR THE PERIOD OF JULY 1, 2016 THROUGH JUNE 30, 2017 FOR LANIER COPY MACHINE MP C6502 SERIAL NUMBER E234C60021 COPY ALLOTMENT AT 0.0056 B/W AND 0.0151 COLOR WHICH INCLUDES PATS, LABOR, TONER AND STAPLES. INVOICES TO BE APPROVED BY THE SITE ADMINISTRATOR OR DESIGNEE NOT TO EXCEED $3,500.00.</td>
<td></td>
<td>3500.00</td>
<td>3500.00</td>
<td>All</td>
</tr>
</tbody>
</table>

Sub-Total**: 3500.00
Taxes: 0.00
Shipping & Handling: 0.00
Additional Charges: 0.00
Total Requisition Amount: 3500.00

* Extended Cost includes all discounts, taxes, shipping/handling & additional costs. ** Sub-Total includes all discounts.

**Account Information**

<table>
<thead>
<tr>
<th>Account Line Number</th>
<th>Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt</th>
<th>Amount Charged</th>
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<tbody>
<tr>
<td>1</td>
<td>01-0000-0-0000-7490-5533-842-071</td>
<td>3500.00</td>
</tr>
</tbody>
</table>

Total Amount Charged: 3500.00

6/3/2016
I. CALL TO ORDER

A. The meeting was called to order at __5:42 p.m. by Commissioner Dixon.
B. Roll-Call
   1. Commissioner Valeria Dixon, Chairperson
   2. Commissioner Michael Salazar, Vice-Chairperson
   3. Commissioner George Bohn, Member

C. Pledge of Allegiance

II. APPROVAL OF AGENDA

Ms. Dixon moved to approve the agenda as submitted and seconded by Mr. Salazar.

Motion carried.

III. PUBLIC COMMENTS

No Public Comments.

IV. ACTION ITEMS

A. BUDGET 2016-2017

It is moved by Ms. Dixon and seconded by Mr. Salazar to approve the proposed budget for fiscal year 2016-2017 as submitted.

Ms. Byrd stated there was a change on the budget on the 2000 series because there was two (2) secretaries instead of one (1) and that affected the health and benefits section.

Mr. Salazar asked why on (other) there is $20,000 instead of $10,000.

Ms. Byrd explained that the increase is used to pay the subject matter expert. She is a provisional employee not to exceed 90 days per year, the limited term requisition is sent to the district.

Motion carried.

B. RATIFYING ELIGIBILITY LIST(S).

It is moved by Ms. Dixon and seconded by Mr. Bohn to approve the following eligibility list(s).

| 1. Buyer                  | Exam # 16-020 |
2. Painter Exam # 16-014
3. Secretary IV Exam # 16-021

Motion carried

**B. RECRUITMENTS.**

The commission will consider approving the following recruitments:

Motion was made by Ms. Dixon, and seconded by Mr. Salazar to open the following recruitments:

<table>
<thead>
<tr>
<th>Position</th>
<th>Open/Promotional</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Appliance Repair Technician</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
<tr>
<td>2. Cafeteria Worker</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
<tr>
<td>3. Custodian I</td>
<td>Open/Promotional</td>
<td>04/06/2016-05/03/2016</td>
</tr>
<tr>
<td>4. Education Assistant III (SI)</td>
<td>Open/Promotional</td>
<td>04/27/2016-06/07/2016</td>
</tr>
<tr>
<td>5. Education Assistant III (Spanish)</td>
<td>Open/Promotional</td>
<td>04/27/2016-06/07/2016</td>
</tr>
<tr>
<td>6. Instructional Aide</td>
<td>Open/Promotional</td>
<td>04/27/2016-06/07/2016</td>
</tr>
<tr>
<td>7. Instructional Assistant (SDC)</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
<tr>
<td>8. Instructional Tutor LH/PH</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
<tr>
<td>10. Microcomputer Specialist II</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
<tr>
<td>12. Secretary</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
<tr>
<td>13. Senior Claims Examiner</td>
<td>Open/Promotional</td>
<td>04/27/2016-05/24/2016</td>
</tr>
</tbody>
</table>

Motion carried.

**C. CODESP MEMBERSHIP**

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve payment of $1,950.00 for membership for CODESP fiscal year 2016-2017.

Mr. Bohn asked explanation of what services we received from codesp.

Ms. Byrd explained CODESP is one of the agency’s we receive our test material from.

Motion carried.

**D. CSPCA MEMBERSHIP**

It was moved by Ms. Dixon and seconded by Mr. Salazar to approve the payment of $1,200.00 for membership for CSPCA fiscal year 2016-2017.

Ms. Byrd explained the benefits of having CSPCA as membership. The agency is used for the merit academy.

Mr. Bohn asked if CSPCA is a personal commission association that provides with how commission runs and we use the agency for merit academy.
Motion carried.

E. WRIB MEMBERSHIP
It is moved by Ms. Dixon and seconded by Mr. Bohn to approve the payment for membership for WRIB of $1,700.00 for the fiscal year 2016-2017.
This agency is used for test bank association.

Motion carried.

F. APPROVAL OF MINUTES:
A motion was made by Ms. Dixon and seconded by Salazar to approve the minutes for April 13, 2016 with corrections of Mr. Salazar being present and Ms. Dixon is absent.

Motion passed.

V. COMMISSIONER’S AND DIRECTOR’S COMMENTS:
Ms. Byrd stated how the job fair for Personnel Commission on Saturday, April 30th went really well, lots of applicants, over 500 showed up. Applicants were able to apply on the computer. It was a very busy day. The job fair was also shared with Certificated department. We helped a lot of applicants complete their online application. Ms. Jackson’s team was there to assist us. Next time we will need different kind of resources. It was very successful.

Mr. Bohn – no comments.

Mr. Salazar stated he was very impressed with the job fair, very busy, productive, lots of people. He was impressed how the community came together. He commended the staff for delivering an excellent job. Great job with the budget.

Ms. Dixon stated the reason she was absent the last PC meeting is because she attended CASBO conference through her own employment. She suggested for PC staff to also attend, very informative.

Ms. Dixon asked why employees within the district have to keep on attaching the diploma to their profile every time they apply.

Ms. Gladys explained that the education information has to be attached only once to the main profile. Personnel Commission staff does not have access to current employee files from Human Resources Classified department.

Ms. Dixon suggested having a workshop for in house employees to show them the steps of how to apply on line through neogov, so they can understand how neogov works. Maybe approve some overtime for the ladies in the office.
Ms. Rita Jackson stated she was very impressed with the Job Fair that took place on April 30th. She stated the PC staff did a phenomenal, outstanding job, well organized, everything was in place.

The commission meeting adjourned at 6:02 p.m.

VII. ADJOURNMENT

The commission adjourned the meeting at 6:02 p.m.