

**FULLERTON SCHOOL DISTRICT
Personnel Commission Meeting
1401 W. Valencia Drive, Fullerton, CA**

Minutes of the Regular Meeting of December 13, 2021

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Tommy Reminiskey, Chairperson, called the meeting to order at 4:30 p.m.

PERSONNEL COMMISSIONERS

Mr. Tommy Reminiskey, Chairperson
Ms. Anita Varela, Vice-Chairperson
Dr. Alexis Norman, Member

STAFF PRESENT

Paul Deines, Director, Classified Human Resources
Debra Shandy, Personnel Technician II
Blanca Martinez, Personnel Technician I
Martha Roberts, Personnel Specialist
Edna Gastelo, Administrative Secretary

ORGANIZATION OF THE PERSONNEL COMMISSION – REPORT 2

Chairperson

Ms. Varela opened nominations for Chairperson and made a motion to nominate Mr. Reminiskey; Dr. Norman seconded the motion. The motion carried unanimously to appoint Mr. Reminiskey as Chairperson.

Vice-Chairperson

Mr. Reminiskey opened nominations for the Vice-Chairperson and made a motion to nominate Ms. Varela; Dr. Norman seconded the motion. The motion carried unanimously to appoint Ms. Varela as Vice-Chairperson.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 22, 2021 - REPORT 3

The Personnel Commission reviewed the minutes.

A motion for approval was made by Ms. Varela, seconded by Mr. Reminiskey; the motion passed unanimously.

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – REPORT 4

The Personnel Commission reviewed the Classified Personnel Report.

A motion for approval was made by Ms. Varela, seconded by Mr. Reminiskey; the motion passed unanimously.

APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 5

The Personnel Commission reviewed the recruitment bulletin.

Ms. Varela asked if the Executive Assistant to the Superintendent retired from the position. Mr. Deines shared that Carmen Serna, the former Executive Assistant, was recently hired as the Director of Classified Human Resources for the Fountain Valley School District and stated that recruitment efforts were underway to find a replacement. The Personnel Commission congratulated Ms. Serna on her promotion.

A motion for approval was made by Ms. Varela, seconded by Mr. Reminiskey; the motion passed unanimously.

RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – REPORT 6

The Personnel Commission reviewed the Director’s Certification of Eligibility Lists.

A motion for approval was made by Ms. Varela and seconded by Mr. Reminiskey; the motion passed unanimously.

PUBLIC COMMENTS

No public comments were made.

DIRECTOR’S REPORT:

Mr. Deines shared details about the upcoming CSPCA conference that will be held March 6th-8th, in Monterey. Mr. Deines also shared that the Commission staff has been invited to present at the conference. Mr. Deines will share the costs of attending the conference at a later date.

Mr. Deines shared that Dr. Norman will be introduced at the upcoming meeting of the Board of Trustees, and he will also be there to share the Annual Report of the Personnel Commission with the Board.

CONSIDER APPROVAL OF THE PERSONNEL COMMISSION MEETING CALENDAR- REPORT 9

The Personnel Commission reviewed the proposed calendar.

A motion for approval was made by Dr. Norman and seconded by Ms. Varela; the motion passed unanimously.

ACTIVE RECRUITMENT LIST - REPORT 10

The Personnel Commission reviewed the active recruitment list.

No action was taken on this information item.

ADMINISTRATION AND POLICY - REPORT 11

The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS

Ms. Varela suggested that the Personnel Commission calendar a strategic planning meeting. Mr. Deines stated that he will be reaching out to other Merit System districts and collecting information about their practices to share with the Commissioners.

Ms. Varela also suggested that the Commission consider having in-person meetings in the near future.

ADJOURNMENT OF REGULAR MEETING

The regular meeting was adjourned to closed session at 4:49 p.m.

RECESS TO CLOSED SESSION

No reportable action was taken during the closed session; closed session was adjourned at 4:58.

Minutes Accepted By:

Tommy Reminiskey, Chairperson
Recorded by: Edna Gastelo