

July 9, 2012 Meeting Minutes

Vice-Chair Aoyagi motioned to approve the minimum qualifications and salary placement for the Director, BSEP & Community Relations position.

Approved: 3 – 0

Vice-Chair Aoyagi motioned to approve the minimum qualifications and salary placement for the Program Specialist, BSEP.

Approved: 2 – 0, 1 abstention

Approval of advanced salary placement to step 4 of the new Supervisor, Risk Management, Workers Comp and Benefits.

Director Perez explained that the Commission conducted two recruitment and testing cycles that spanned over 6 months and resulted in only two candidates on the eligibility list. Director Perez also stated that the difficulty in recruiting and hiring for this position justifies placement on step 4 of the appropriate salary schedule for the new employee in this position.

Chairperson Lee motioned to approve the advanced salary placement of the new Supervisor, Risk Management, Workers Comp and Benefits to step 4.

Approved: 3 – 0

Information Items

Secretary Perez presented the examinations conducted in the month of June. No new hires were processed in June.

Reports

There were no union or Commissioner comments made.

Secretary Perez commented that a draft of the Request for Proposal for the Compensation and Classification Study is complete and has been sent for review to Dr. Trish Landau, the consultant employed by the Commission to assist in the comp and class study.

Next Meeting

Revise the Instructional Technician eligibility list and resubmit at the next Personnel Commission meeting for ratification

Correct and revise the meeting minutes of June 7th and resubmit at the next Personnel Commission meeting for approval

Meeting was adjourned at 5:24pm.

Respectfully Submitted:
