

**FOUNTAIN VALLEY SCHOOL DISTRICT
PERSONNEL COMMISSION**

***REGULAR MEETING
MINUTES***

December 16, 2021

3:30 p.m.

Mr. Mullin called the Regular Meeting of the Personnel Commission to order at 3:38 p.m. in the PDC Room at 10055 Slater Avenue, Fountain Valley, California 92708. Dr. Johnson led the Pledge of Allegiance.

Present for the entire meeting:

Mr. William Mullin, Chairperson
Mrs. Carol Davis, Vice – Chairperson
Mr. Tony McCombs, Member
Mrs. Carmen Serna, Director Human Resources

GENERAL FUNCTIONS

Approval of Agenda

Mr. McCombs moved to approve the agenda as presented. Mrs. Davis seconded the motion. Motion carried.

Introduction of Guests

No guests attended.

Introduction of Staff

Dr. Johnson, Ms. Abdel, and Ms. Johnson attended.

Minutes, Regular Meeting of the Personnel Commission, November 18, 2021

Mr. McCombs moved to approve the minutes as presented. Mrs. Davis seconded the motion. Motion carried.

Agenda, Regular Meeting of the Board of Trustees, November 18, 2021

Presented as an information item only.

Agenda, Special Meeting of the Board of Trustees, November 29, 2021

Presented as an information item only.

Agenda, Special Meeting of the Board of Trustees, December 9, 2021

Presented as an information item only.

Minutes, Regular Meeting of the Board of Trustees, October 7, 2021

Presented as an information item only.

Minutes, Special Meeting of the Board of Trustees, October 21, 2021

Presented as an information item only.

Director's Report

Mrs. Serna expressed her appreciation to the entire Fountain Valley School District family for the warm welcome she has received since day one. She stated she has had the opportunity to visit six of our 10 school sites so far and will visit the remaining sites after the winter break. She looks forward to meeting and building relationships with CSEA and all the classified staff. Mrs. Serna congratulated Mr. Mullin for his reappointment to the Personnel Commission at the November 18, 2021 Board of Trustees meeting. She stated the District has

an updated mask guidance. Effective yesterday, December 15, masks are to be worn in all indoor public settings for the next four weeks. She invited the Commissioners to the 2022 CSPCA conference. She would like to take advantage of the early bird discount. She asked the Commissioners if they could let her know if they are interested in attending. She thanked the commissioners for the opportunity to serve the commission and the classified staff. This is my new family and I am blessed to be here.

Commissioners' Comments

Mrs. Davis stated her appreciation for the personnel office and all their hard work this year and hopes for a more genteel 2022. Mr. McCombs and Mr. Mullin stated they are interested and looking forward to attending the CSPCA conference. Mr. Mullin thanked Dr. Johnson for his leadership and guidance and stated he is looking forward to working with Mrs. Serna.

Public Comments

Dr. Johnson thanked the Personnel Commission for the important role they fill for us. He welcomed Mrs. Serna to the Fountain Valley family. Dr. Johnson thanked Ms. Abdel for the phenomenal job she has done and her ability to form a deeper relationship with the Commission.

ADMINISTRATION

Classification Plan Amendment – Creation of the new classification of Instructional Assistant – Deaf and Hard of Hearing

Mrs. Serna shared that we now have a program for Deaf and Hard of Hearing, which is part of the West Orange County special Education Consortium. This is a shared program that was transferred from Ocean View School District. We kept their staff and we are looking at hiring for one more position. Mrs. Davis moved to approve the new classification of Instructional Assistant – Deaf and Hard of Hearing and the placement at range 28 on the classified salary schedule. Mr. McCombs seconded the motion. Motion carried.

Election of Personnel Commission Officers

Mr. Mullin nominated Mrs. Davis for the position of Chairperson for 2022. Mr. McCombs seconded the motion. Motion carried. Mr. Mullin nominated Mr. McCombs for the position of Vice-Chairperson for 2022. Mrs. Davis seconded the motion. Motion carried.

Eligibility Lists

Mr. McCombs moved to approve the eligibility lists for Bus Driver, ESP Assistant, and Food Services Worker. Mrs. Davis seconded the motion. Motion carried.

PERSONNEL

Job Announcements

The interdepartmental transfer job posting for Office Assistant-Departmental was reviewed along with the open posting for Noon Duty Aide. Also reviewed were the dual certification postings for Food Services Worker, Groundskeeper and Licensed Vocational Nurse were reviewed.

FINANCIAL

Nothing at this time.

CLOSED SESSION

No closed session.

NEXT MEETING

The next meeting of the Personnel Commission will be:

Regular Meeting:

January 27, 2022 at 3:30 p.m.

Board Room

ADJOURNMENT

The December 16, 2021, regular meeting of the Personnel Commission adjourned at 4:10 p.m.



Mr. William Mullin, Chairperson



Carol Davis Vice-Chairperson