



For the future of every student

MINUTES
APRIL 30, 2020

- CALL TO ORDER A special meeting of the Personnel Commission of the Ventura Unified School District was held in the Multipurpose Room, 255 West Stanley Avenue, Ventura, California on April 30, 2020. Ms. Stallings, Chair, called the meeting to order at 4:30 p.m.
- Present: Commissioners Kirby and Stallings. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director and Belen Gonzalez, HR Analyst, Classified (Confidential).
- ADOPTION OF AGENDA On a motion by Mr. Kirby, seconded by Ms. Stallings, the agenda for the April 30, 2020 Personnel Commission meeting was adopted as presented by a vote of 2-0. (Ayes – 2/Kirby, Stallings; Nay 0; Abstain 0)
- PUBLIC COMMENTS Mr. Stuart Lilly expressed his opinion and concern about the recent reallocation of the salary for the Director of Maintenance & Operations position.
- ITEM D1 Moment of Silence in Honor of Commissioner Ed Lacey
Our long-time, very beloved Commissioner, Mr. Ed Lacey, passed away at the end of March due to health-related issues. Ed had originally been appointed to the Personnel Commission as the joint appointee in April of 1985 – it would have been 35 years this month that he had been serving as a Commissioner. Ed has been a steady rock for the Personnel Commission and classified employees of VUSD. He has always had the best of intentions at the heart of all his decisions and guidance for the classified service.
Ed was a retired attorney with experience in employment law, personal injury, and criminal defense. He previously served as a board member of the Ventura County Bar Association and as president of the Ventura County Trial Lawyers Association. He also taught paralegal classes for UCSB. Prior to becoming an attorney, he was a special education teacher for 13 years in the Santa Paula School District. Mr. Lacey could always be depended on for his wisdom, guidance, fairness, and factual approach in reviewing and analyzing information, facts and evidence. He will be greatly missed, and his absence will leave a huge void on our Commission. Our condolences and thoughts are with Ed’s family, and especially with his wife, Susan, during this time.
- ITEM D2 VESPA REPORT
Stuart Lilly provided VESPA’s report.
- 1) Condolences were extended to Commissioner Lacey’s family on behalf of VESPA.
 - 2) VESPA also expressed their condolences to Jeff Gattian’s family. They were very saddened to hear about the recent passing of Mr. Gattian who served as a Bus Driver for the students of VUSD.
 - 3) It was also noted that VESPA is close to completing negotiations with the District, and there is only one article left to negotiate.
- ITEM D3 DIRECTOR’S REPORT
Ms. Crouch reported:
- 1) It was shared that Bus Driver, Jeff Gattian, recently passed away, and the Commission recognized his service to the District. Jeff worked for VUSD as a Bus Driver for approximately a year. He loved his route, ensuring our special education students got to school each day, and he especially enjoyed singing “The Wheels on the Bus Go Round and Round” with them! Jeff passed away last Thursday, April 23, due to health-related issues. His sister shared that he was fortunate to have his three daughters by his side for the last six weeks. They provided him with love, care, and support! His family also took great comfort in his faith and relationship with God. Jeff’s family has expressed how very thankful they have been for all the prayers, cards, food, gifts, care, visits, and donations during this time. Jeff enjoyed hearing of the outpouring of all the well wishes, and his family has shared what a blessing it has been to have so many reach out in support. Our students, his transportation department partners, and the District will miss him greatly!
 - 2) Negotiations are just about done; there is one last article to address. The next negotiations session is scheduled for Friday, May 8.

- 3) Even though school campuses have been closed during this most challenging time of COVID-19, essential services have continued to be provided district-wide, and the HR staff has continued to work. Classified HR staff has been working remotely as well coming into the office on a rotational basis. It has been a very challenging time for all employees as adjustments are made to work remotely from home, as well as launching distance learning for our students.
- 4) Reductions to classified positions were presented to the Board of Education on Tuesday, April 28th; as a result, layoff notices will be going out on Friday, May 1st to the impacted employees. Classified HR will start scheduling appointments with the affected employees within the next several weeks to review their bumping rights.
- 5) Reasonable Assurance Letters will be sent out by May 11th.

- APPROVAL OF MINUTES On a motion by Mr. Kirby, seconded by Ms. Stallings, the minutes of February 24, 2020 were approved as amended by a vote of 2-0. (Ayes – 2/ Kirby, Stallings; Nay 0; Abstain 0)
- ITEM F1 RESOLUTION RECOGNIZING CLASSIFIED SCHOOL EMPLOYEES WEEK: MAY 17 – 23, 2020
After a brief discussion, on a motion by Mr. Kirby, seconded by Ms. Stallings, the Resolution Recognizing Classified School Employee Week: May 17 – 23, 2020 was approved by a vote of 2-0. (Ayes – 2/ Kirby, Stallings; Nay 0; Abstain 0)
- ITEM F2 PRESENTATION OF PRELIMINARY BUDGET FOR 2020-2021 AND SETTING OF DATE FOR PUBLIC HEARING
After some discussion, a motion was made by Mr. Kirby, seconded by Ms. Stallings, and carried to accept the preliminary budget for 2020-2021 and set the date and time of the public hearing to be held at the next Personnel Commission meeting on May 20, 2020 at 4:40 p.m. in the Multipurpose Room, by a vote of 2-0. (Ayes – 2/Kirby, Stallings; Nay 0; Abstain 0)
- ITEM F3 FILLING OF VACANCY DURING TERM OF OFFICE – THE COMMISSIONERS’ APPOINTMENT (PCRR 20.1.3)
Ms. Crouch reviewed Personnel Commission Rules and Regulations, Section 20.1.3 in light of Mr. Lacey’s recent passing. After some discussion, it was decided that more time and clarification was needed in order to determine next steps so that appropriate decisions could be made by the Commissioners. Direction about further research needed was outlined, and it was decided that a special meeting would be scheduled to continue this discussion.
- ITEM G1 PERSONNEL TRANSACTIONS REPORT
On a motion by Mr. Kirby, seconded by Ms. Stallings, the Personnel Transactions Report was approved as amended by a vote of 2-0. (Ayes – 2/ Kirby, Stallings; Nay 0; Abstain 0)
- NEXT MEETING The Personnel Commission scheduled its regular meeting for the month of May. The PC will meet on Wednesday, May 20, 2020 at 4:30 p.m. (It was noted that the Public Hearing regarding the 2020-21 PC Budget would also be held during this meeting at 4:40 p.m.)
- ITEM I COMMISSION COMMENTS
None
- ITEM J PUBLIC COMMENTS ON CLOSED SESSION ITEM
None
- ITEM K CLOSED SESSION:
The meeting adjourned to closed session at 5:34 p.m. to discuss:
2. Public Employment —Government Code §54957 (b)
 Title: Human Resources Supervisor
(Note: there was no need for closed session agenda item K1: Public Employee Discipline / Dismissal / Release pursuant to Government Code §54957 (b))
- ITEM L REPORT OF ACTION TAKEN IN CLOSED SESSION
The Commission returned to open session at 5:45 p.m. and reported there was no action taken in Closed Session.
- ADJOURNMENT On a motion by Mr. Kirby, seconded by Ms. Stallings the meeting adjourned at 5:46 p.m.