



MINUTES
JANUARY 20, 2021

CALL TO ORDER A regular meeting of the Personnel Commission of the Ventura Unified School District was held in the Multipurpose Room, 255 West Stanley Avenue, Ventura, California on January 20, 2021. Ms. Stallings, Chair, called the meeting to order at 4:30 p.m.

Present: Commissioners Campbell, Walker (arrived 4:35pm) and Stallings. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director and Belen Gonzalez, Human Resources Supervisor.

ADOPTION OF AGENDA On a motion by Ms. Campbell, seconded by Ms. Stallings, the agenda for the January 20, 2021 Personnel Commission meeting was adopted as presented by a vote of 2-0. (Ayes – 2/Campbell, Stallings; Nay 0; Abstain 0)

APPROVAL OF MINUTES On a motion by Ms. Campbell, seconded by Ms. Stallings, the minutes of the December 16, 2020 Regular Personnel Commission meeting were approved by a vote of 2-0. (Ayes – 2/ Campbell, Stallings; Nay 0; Abstain 0)

RETIREEES Ms. Crouch reported that the following retirees could not be present at the meeting but their Certificate of Appreciation would be mailed to them:

- Daniel Bolton, Head Custodian I, 34 Years
- John Chilton, Electrician, 30 Years
- Emily Colon Dominguez, Paraeducator II, 11 Years
- Robert Gregorich, Custodian, 13 Years
- Robert Linman, Mechanic II, 40 Years
- Romualdo Marin, Custodian, 15 Years
- Norma Mastright, Paraeducator II & Noon Duty/Playground Supervisor, 24 Years
- Jose Carlos Mendez, Bus Driver, 19 Years
- Lorraine Romero, Parent Teacher Liaison, 20 Years
- Jennifer Sullivan Martin, Paraeducator II, 19 Years
- Betty Tropper, School Support Secretary, 20 Years
- Laurie Vanoni, Library Technician II, 6 Years
- Genevieve Villegas, Attendance Assistant, 12 Years
- Roxanne Wada, Child Development Site Leader, 27 Years
- Lynda Wilson, Buyer, 20 Years

In addition, the following retirees were present at the meeting and received a Certificate of Appreciation from the Commission for their years of service with the District:

- Linda Lorenzana, Campus Supervisor, 26 Years
- Elizabeth Morgan, Campus Supervisor, 27 Years
- Mary Ellen Muñoz, Attendance Assistant, 22 Years
- Summer Nicol, Special Project Technician, 19 Years

PUBLIC COMMENTS None

ITEM F1 VESPA REPORT

Ms. Carol Peek, VESPA President reported:

- 1) They are gearing up for negotiations, and the negotiations team is working with the District to sunshine the contract articles they want to focus on.
- 2) She acknowledge how difficult it has been to repurpose some of the classified positions, and thanked Rebecca Chandler and Andrea Crouch for finding meaningful work for all those employees, specifically the bus drivers.

ITEM F2

DIRECTOR'S REPORT

Ms. Crouch reported:

- 1) The district is gearing up for negotiations with VESPA. The articles will be sunshined next week at the Board meeting. It is anticipated that negotiation sessions will start in late February.
- 2) She continues to have weekly check-in's with Carol, VESPA President. Human Resources also has regular consultation meetings with VESPA, every 3 weeks.

Ms. Crouch continued with the following VUSD calendar highlights and upcoming events:

- o In-Service Day on Monday, January 25, a non-assigned day for many classified staff. The District will be hosting a webinar featuring a keynote speaker who will talk about Implicit Bias. After the keynote speaker, various training sessions will be available for employees to attend. Classified employees who work that day are required to attend and those who are not scheduled are encouraged to attend. .
- o Next regular Board of Education Meeting, Tuesday, January 26, 2021
- o Next Personnel Commission Meeting, Wednesday, February 17, 2021

ITEM F3

RECRUITMENT & SELECTION: HIRING UPDATE

Ms. Crouch provided the Commissioners with an update regarding recruitment and selection. She reviewed the efforts and steps the Classified Human Resources Department has taken to build capacity during these challenging pandemic times, and in response to the staffing needs to support in-person instruction at the elementary sites. The discussion was an opportunity for Ms. Crouch and the Commissioners to discuss challenges, address concerns, provide direction and brainstorm about strategies and ideas moving forward.

ITEM G1

PERSONNEL TRANSACTIONS REPORT

On a motion by Mr. Walker, seconded by Ms. Campbell, and supported by the Chair, the Personnel Transactions Report was approved by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)

ITEM H

COMMISSION COMMENTS

Mr. Walker thanked Ms. Crouch for being present and representing the Classified Service at the Board Meetings.

ITEM I

CLOSED SESSION:

It was decided that Closed Session was not needed at this time.

ITEM J

REPORT OF ACTION TAKEN IN CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

On a motion by Ms. Campbell, seconded by Mr. Walker, and supported by the Chair, the meeting adjourned at 5:30 p.m.