

Personnel Commission of the Merit System Minutes

Tuesday, February 8, 2011

**BUSD BSEP Conference Room
2134 Martin Luther King Jr Way
Berkeley, CA 94703**

Personnel Commission Members

Dan Lee, Commissioner
Roy Doolan, Commissioner

1. Call to Order

Chairman, Dan Lee, called the meeting to order at 10:04 AM

2. Commissioner Roll Call

Roll call was taken by Cliff Wong.

Present: Commissioner Lee and Commissioner Doolan were present;

3. Public Comments

Paula Phillips, BCCE President, would like to request that Public Comments come at the beginning of meeting. It was agreed to change the order of the agenda for the meeting.

Paula Phillips commented regarding Limited Term appointments; she stated they are not being handled according to Merit Rules. Ms. Phillips stated postings are not occurring for Limited Term positions. In the Board Documents, limited term assignments were made for Student System Specialist, CNN Supervisor and Administrative Assistant for CNN. She is asking these positions get posted to give all persons a chance at these positions.

The union has concern with the Limited Term appointment of the Classified Director of Personnel. Director Martinez has been out and, according to board documents, a recent change to his leave now shows his return as the end of February 2011. She stated that this position should have been posted. She commented she understands when an emergency comes up and the commission can appoint, but she also stated that Education Code 45290 says the assignment cannot go beyond 15 days. BCCE requests that in order to ensure business continues, that this person work 7.5 hours a day/5 days a week.

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Moved to Closed Session at 10:11 AM.

The report out of closed session was to accept Toni Hyland, starting February 9, 2011, as Interim Director of Classified Personnel and Secretary to the Commission. It was also voted unanimously to place her at step 2. This appointment will be until the leave of Mr. Martinez is resolved. Roy Doolan stated he was happy to have Toni Hyland based on her length of experience.

Roy Doolan stated it is the position of District Management there is no requirement of posting limited term positions. Roy Doolan asked management about the authority for this and was assured there is authority. He suggested Ms. Phillips work with management on this. It appears to be a contractual issue and Ms. Phillips said she would work with the attorney on this.

It was determined Ms. Hyland will work in the position full time.

Return to open work session of the Rules Revision Committee.

Meeting adjourned at 1:42 PM.