



**AGENDA
PERSONNEL BOARD REGULAR MEETING**

NOTICE TO THE PUBLIC - All written documentation relating to each item of business referred to on the agenda, which is not confidential, is available in the Human Resources Office for public inspection. Any person who has a question concerning any agenda item may call the Interim Director of Human Resources /Personnel Officer Kermit Francis, Extension 5183, to make inquiry concerning the nature of the item described on the agenda.

DATE: November 24, 2009
TIME: 7:00 p.m.
LOCATION: WEST WING CONFERENCE ROOM
213 EAST FOOTHILL BOULEVARD, AZUSA, CALIFORNIA

1. CALL TO ORDER: Frank Allen, Chair

2. **ROLL CALL: Personnel Board Members**

- Frank Allen, Chair Leslie Dierking, Vice Chair Joseph Guarrera
 Ralph Ruiz Fernando Rubio, Jr.

Others Present

- Kermit Francis, Interim Director of Human Resources, Shelley Ovrom, Senior Management Analyst, and Noel Carpenter, Human Resources Technician
 Others _____

3. **APPROVAL OF MINUTES:** November 10, 2009

4. **CLOSED SESSION:**
NONE

5. **OPEN SESSION:**

- A. Request for Reclassification Review on December 8, 2009 – Deborah Lynnmoore ACEA
- B. Class Specification Revision: (pursuant to Sections 3.5 Adoption of Plan of the Rules of the Civil Service System) – Park Maintenance I, II, III, Water Distribution Worker I, II, II, Facilities Maintenance Worker I, II, III, Street Maintenance Worker I, II, and Street Maintenance Worker III/Equipment Operator
- C. Personnel Action Report – Informational
- D. Recruitment Progress Report – Informational
- E. PUBLIC COMMENT: Person/group will be limited to five (5) minute maximum time to orally present their purpose.
- F. COMMENTS, UPDATES AND/OR REPORTS: PERSONNEL BOARD MEMBERS AND/OR STAFF.
- G. ADJOURNMENT