



**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: December 8, 2009  
TIME: 7:00 p.m.  
LOCATION: WEST WING CONFERENCE ROOM - NORTH  
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 24, 2009

4. **CLOSED SESSION:**

- A. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):  
Title: Police Records Specialist I
- B. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):  
Title: Welder/Water Distribution Worker I
- C. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):  
Title: Line Mechanic
- D. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):  
Title: Customer Service Representative I

**5. OPEN SESSION:**

- A. Class Specification Revision: (pursuant to Sections 3.5 Adoption of Plan and Adjustment of the Rules of the Civil Service System) – Assistant Director of Electric Operations
- B. Recruitment Request: OPEN Competitive (pursuant to Section 5.5.2 Open Competitive Examinations of the Rules of the Civil Service System) – Assistant Director of Electric Operations
- C. Recruitment Request: OPEN Competitive (pursuant to Section 5.5.2 Open Competitive Examinations of the Rules of the Civil Service System) – Assistant Director of Resource
- D. Personnel Action Report – Informational
- E. Recruitment Progress Report – Informational
- F. PUBLIC COMMENT: Person/group will be limited to five (5) minute maximum time to orally present their purpose.
- G. COMMENTS, UPDATES AND/OR REPORTS: PERSONNEL BOARD MEMBERS AND/OR STAFF.
  - E. Public Employee Request for Back Pay and Reclassification Review (Pursuant to Sections 15 Grievance Procedure of the Rules of the Civil Service System): Debbie Lynnmoore
- H. ADJOURNMENT