



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 22, 2011
TIME: 7:00 p.m.
LOCATION: WEST WING CONFERENCE ROOM - SOUTH
213 EAST FOOTHILL BOULEVARD, AZUSA, CALIFORNIA

1. CALL TO ORDER: Frank Allen, Chair

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

- Frank Allen, Chair Joseph Guarrera, Vice Chair Ralph Ruiz
 Fernando Rubio, Jr. Fred A. Madjar

Others Present

- Noel Carpenter, Human Resources Technician
 Others _____

3. **APPROVAL OF MINUTES:** October 25, 2011

4. **CLOSED SESSION:**

- A. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Park Maintenance Worker II
- B. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Assistant Library Director
- C. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Police Corporal
- D. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Police Officer

5. **OPEN SESSION:**

- A. **Class Specification Revision:** pursuant to the Rules of the Civil Service System, Section 3.5 Adoption of Plan and Adjustment – Field Service Supervisor
- B. Personnel Action Report – Informational

- C. Recruitment Progress Report – Informational
- D. PUBLIC COMMENT: Person/group will be limited to five (5) minute maximum time to orally present their purpose.
- E. COMMENTS, UPDATES AND/OR REPORTS: PERSONNEL BOARD MEMBERS AND/OR STAFF.
- F. ADJOURNMENT