



**CITY OF AZUSA
MINUTES OF THE PERSONNEL BOARD
November 27, 2012**

A regular meeting of the Personnel Board was called to order at 7:00 p.m. in the West Wing Conference Room - South by Frank Allen, Personnel Board Chair.

ATTENDANCE

Personnel Board Members: Frank Allen, Fernando Rubio Jr., Ralph Ruiz, Fred A. Madjar and Don Hiti

Staff Liaison: Noel Carpenter, Human Resources Technician

Also Present: Robert Neiuber, Interim Director of Human Resources, George Morrow, Director of Utilities, Tito Haes, Public Works Director/Assistant City Manager, John Momot Police Captain

**APPROVAL OF
MINUTES 10/30/2012
And 11/13/2012**

Madjar/Hiti – to approve the minutes. Approved 5 to 0.

Rubio/Madjar – to approve the minutes. Approved 5 to 0.

**CLOSED SESSION
(Govt. Code Section
54957-Public Employee
Performance Evaluation)**

Ruiz/Rubio - to move to closed session at 7:05 pm. Approved 5 to 0.

Rubio/Ruiz - to reconvene at 7:20 PM. Approved 5 to 0.

Merit Increases,
Regular appointment
and/or Flexible
Staffing Promotion
Appointment
Recommendations

4.A-4.B – Rubio/Ruiz - to recommend approval of Merit Increases and/or Regular Appointments and/or Flexible Staffing promotional appointments for the following item listed as 4.A- . Approved 5 to 0.

	Name	Classification	Dept	Type of Action / Effective Date	Range/Step Base Monthly
A	Rosa Sok	Police Records Specialist II	PD	Merit Increase 09/15/2012	9150/5 \$3,984.53

4.B Approved 5 to 0.

	Name	From Classification /To Classification	Dept	Effective Date	Range/Step Base Monthly
B	Manuel Sencion	From: CSR I To: CSR II	UTL	10/15/2012	5164/3 \$4,071.34

RECLASSIFICATION
REQUEST
Administrative
Technician

Rubio/Ruiz - Pursuant to the Rules of the Civil Service System, Section 3.8. Reclassification. Approved 5 to 0.

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RECLASSIFICATION
REQUEST
Human Resources
Technician

Rubio/Madjar – Pursuant to the Rules of the Civil Service System, Section 3.8. Reclassification. Approved 5 to 0.

ADJOURNMENT

Rubio/Madjar – to adjourn the meeting at 7:35M. Approved 5 to 0.

OPEN SESSION AGENDA ITEM NO:	3
DATE APPROVED:	12/12/2012