



CITY OF AZUSA
 MINUTES OF THE PERSONNEL BOARD
 DATE: March 22, 2016

A regular meeting of the Personnel Board was called to order at 7:02 p.m. in the West Wing conference Room by Chair, Fernando Rubio Jr.

ATTENDANCE	Personnel Board Members: Chair, Fernando Rubio Jr., Don Hiti and Mercedes Castro Amelia Ayala, Director of Human Resources & Risk Management Staff Present: Traci Bailey, Human Resources & Risk Management Analyst
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ABSENCE	Motion: Castro/Hiti - to excuse Vice Chair, Ralph Ruiz. Approved 3-0. Ayes: Rubio Jr., Hiti, Castro (3) Nays: (0) Abstain: (0)
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PUBLIC COMMENT	None
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APPROVAL OF MINUTES	Motion: Castro/Hiti - to approve the minutes of March 8, 2016. Approved 3-0. Ayes: Rubio Jr., Hiti, Castro (3) Nays: (0) Abstain: (0)
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Merit Increases, Regular appointment and/or Flexible Staffing Promotion Appointment Recommendations	Motion: Hiti/Castro - to recommend approval of merit increases, regular appointment and/or flexible staffing promotional appointments for the following items listed as 5A pursuant to the Performance Appraisal Procedures. Approved 3-0. Ayes: Rubio Jr., Hiti, Castro (3) Nays: (0) Abstain: (0)
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6. OPEN SESSION ITEMS

A. PERSONNEL BOARD MEMBER VACANCY	There was discussion on the applications received so far for the Personnel Board vacancy. Closing date is March 31, 2016.
B. RECRUITMENT REQUEST- OPEN <i>Apprentice Line Mechanic</i>	Motion: Hiti/Castro -pursuant to Section 5.5.2. Open Competitive Examinations, of the Rules of the Civil Service System. Approved 3-0. Ayes: Rubio Jr., Hiti, Castro (3) Nays: (0) Abstain: (0)
C. RECRUITMENT REQUEST- PROMOTIONAL <i>Water Production Supervisor</i>	Motion: Hiti/Castro -pursuant to Section 5.5.2. Open Competitive Examinations of the Rules of the Civil Service System. Approved 3-0. Ayes: Rubio Jr., Hiti, Castro (3) Nays: (0) Abstain: (0)

COMMENTS, UPDATES AND/OR REPORTS	NONE
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ADJOURNMENT	Motion: Castro/Hiti - to adjourn the meeting at 7:12 p.m. Approved 3-0. Ayes: Rubio Jr., Hiti, Castro (3) Nays: (0) Abstain: (0)
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OPEN SESSION AGENDA ITEM NO:	4
DATE APPROVED:	4-12-2016