



CITY OF AZUSA
 MINUTES OF THE PERSONNEL BOARD
 DATE: June 12, 2018

A regular meeting of the Personnel Board was called to order at 7:00 p.m. in the West Wing conference Room by Chair, Fernando Rubio Jr.

ATTENDANCE	Personnel Board Members: Chair Fernando Rubio Jr., Ralph Ruiz, Carlos Ramos, and Mercedes Castro Motion: Castro/Ramos to approve absence of Mar Villegas Approved 3-0. Rubio Jr., Ramos and Castro: Ayes: (3) Nays: (0) Abstain: (0) Ralph Ruiz joined the meeting at Closed Session which is the reason for the 3-0 vote to excuse Mar and Approval of the Minutes. Staff Present: Tanya Bragg, Director of HR & Risk Management Kelsey Kenz, HR/Risk Management Analyst
------------	--

PUBLIC COMMENT	NONE
----------------	------

APPROVAL OF MINUTES	Motion: Castro/Ramos - to approve the minutes of May 22, 2018. Approved 3-0. Rubio Jr., Ramos and Castro: Ayes: (3) Nays: (0) Abstain: (0)
---------------------	--

5. CLOSED SESSION:

CLOSED SESSION <small>(Govt. Code section 54957- Public Employee Performance Evaluation)</small>	Personnel Board moved to Closed Session at 7:03 p.m. Personnel Board Reconvened at 7:36 p.m.
---	---

Merit Increases, Regular appointment and/or Flexible Staffing Promotion Appointment Recommendations	Motion: Ramos/Castro - to recommend approval of merit increases, regular appointment and/or flexible staffing promotional appointments for the following items listed as 5A-5M , pursuant to the Performance Appraisal Procedures. Approved 4-0. Rubio Jr., Ruiz, Ramos and Castro: Ayes: (4) Nays: (0) Abstain: (0).
--	---

	DEPT	NAME	CLASSIFICATION	TYPE OF ACTION / EFFECTIVE DATE	RANGE/STEP BASE MO.
A	Economic Community Development	Anthony Meyer	Building Official	Merit Increase Regular Appointment 6/5/2018	3435/2 \$7,622.83
B	Library	Jennifer Agnew	Library Assistant III	Merit Increase Regular Appointment 6/3/2018	4150/2 \$3,637.72

C	Police	Joan Gasca	Police Dispatcher	Regular Appointment 6/4/18	9166/5 \$5,096.28
D	Police	Charles Wilkins	Police Officer Corporal	Merit Increase 6/4/2018	6106/6 \$8,681.95
E	Police	Jorge Sandoval	Police Sergeant	Merit Increase Regular Appointment 5/2/2018	3416/4 \$9,934.10
F	Police	Xavier Torres	Police Lieutenant	Regular Appointment 5/2/2018	3423/4 \$11,855.34
G	Public Works	Phyliss Orona-Fujimoto	Bus Driver	Regular Appointment 1/18/2018	4158/5 \$4,502.75
H	Public Works	Javier Terrazas	Bus Driver	Merit Increase Regular Appointment 1/18/2018	4158/5 \$4,502.75
I	Public Works	Tracy "Nikki" Rosales	Senior Management Analyst	Merit Increase 5/17/2018	3306/5 \$6,813.26
J	Utilities	Maurice de Graaf	Water Distribution Services Specialist	Merit Increase Regular Appointment	5186/2 \$5,681.18
K	Utilities	River Camarena	Electric Crew Supervisor	Merit Increase Regular Appointment 6/5/2018	5228/5 \$9,609.30
L	Utilities	David Patterson	Electric Distribution Supervisor	Merit Increase Regular Appointment 6/5/2018	5243/5 \$10,714.59
M	Utilities	Sean Smith	Electrical Test Technician	Merit Increase Regular Appointment 6/17/18	5213/5 \$7,988.58

6. OPEN SESSION:

A. RECRUITMENT REQUEST- POLICE OFFICER	Motion: Ruiz/Castro (pursuant to Section 5.5.2 Open Examinations of the Rules of the Civil Service System). Approved 4-0. Rubio Jr., Ruiz, Ramos and Castro Ayes: (4) Nays: (0) Abstain: (0)
B. TRANSFER REQUEST- UTILITIES FINANCIAL SERVICES ANALYST	Motion: Ramos/Castro (pursuant to Section 12.1.1 Request for Transfer of the Rules of the Civil Service System). Approved 4-0. Rubio Jr., Ruiz, Ramos and Castro Ayes: (4) Nays: (0) Abstain: (0)

COMMENTS, UPDATES AND/OR REPORTS	Board Member Ramos mentioned that he will not be in attendance at the June 26, 2018 meeting. Next Personnel Board meeting is scheduled for Tuesday, June 26, 2018.
---	---

ADJOURNMENT	Meeting adjourned at 7:44 p.m. Motion: Ruiz/Ramos: All Approved 4-0. Rubio Jr., Ruiz, Ramos, and Castro Ayes: (4) Nays: (0) Abstain: (0)
--------------------	---

OPEN SESSION AGENDA ITEM NO:	4
DATE APPROVED:	6-26-18

