



**PERSONNEL COMMISSION MEETING
MINUTES**

Electronically Recorded (AUDIO ONLY)

January 24, 2019

PERSONNEL COMMISSIONERS: Mrs. Barbara Inatsugu and Mrs. Julie Waterstone

A special meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Thursday, January 24, 2019, at 8:42 a.m.**, in the **District Administrative Offices:** 1651 16th Street, Santa Monica, CA.

- ❖ **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments Section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order: The Open Session of the Special Meeting of the Personnel Commission was called to order at 8:42 a.m.

G.02 Roll Call: Commissioners Inatsugu and Waterstone were present.

G.03 Motion to Approve Agenda: January 24, 2019

It was moved and seconded to approve the agenda as submitted. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Barbara Inatsugu	✓		✓			
Julie Waterstone		✓	✓			
vacant						

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

G.04 Public Comments:

Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting’s agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during “Public Comments” except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

- **None**

II. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:

Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the “Request to Address” card prior to the start of closed session.

- **None**

III. CLOSED SESSION:

The Commission adjourned to closed session at **8:42 a.m.** pursuant to Government Code Section 54957 to discuss:

A. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT

Title: Personnel Commissioner (selection interviews)

The Commission reconvened into open session at **3:28 p.m.** and reported on the following action taken in closed session:

No action was taken.

IV. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, February 13, 2019, at 4:30 p.m. – *District Office Board Room*

V. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

It was moved and seconded to adjourn the meeting.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Barbara Inatsugu	✓			✓			
Julie Waterstone		✓		✓			
vacant							

TIME ADJOURNED: 3:28 p.m.

Submitted by:

Eric Rowen
Secretary to the Personnel Commission
Director, Classified Personnel

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (310) 450-8338, ext. 70-279.