



CITY OF AZUSA  
 MINUTES OF THE PERSONNEL BOARD  
 July 14, 2009

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

**ATTENDANCE** Personnel Board Members: Frank Allen, Leslie Dierking, Joe Guarrera, Fernando Rubio Jr., Ralph Ruiz

Staff Liaison: Shelley Ovrom, Senior Management Analyst, and Noel Carpenter, Human Resources Technician,  
 Also Present: Tito Haes, Assistant City Manager/Director of Public Works

**APPROVAL OF MINUTES**  
 06/23/2009 **Rubio/Dierking** – to approve the minutes. Approved 5 to 0.

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

**Guarrera/Allen** - to move to closed session 7:03 PM. Approved 5 to 0.  
**Guarrera/Rubio** - to reconvene at 7:20. Approved 5 to 0.  
**Dierking/Guarrera** – to move to closed session 7:25 PM. Approved 5 to 0.  
**Guarrera/Ruiz** – to reconvene at 7:40 PM. Approved 5 to 0.

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

**4.A Dierking/Rubio** – To request further information from Department Head on item Listed as 4.A . Approved 4 to 1.

4.A- Request Further Information.

	Name	Classification	Dept	Effective Date	Range/Step Base Monthly
A	Roy Chavez	Recreation Superintendent - Parks	RFS	7/01/2009	3365/5 \$6764.34

**4.B-4.F – Rubio/Dierking** - to recommend approval of a Merit Increases and/or Regular Appointments for the items listed as 4.B – 4.F. Approved 4 to 1.

4.B – 4.F Merit Increase and/or Regular Appointment Recommendations

	Name	Classification	Dept	Type of Action / Effective Date	Range/Step Base Monthly
B	Lenore Gonzales	Recreation Coordinator	RFS	Merit Increase 07/03/2009	4151/4 \$3838.30
C	Brent Hale	Community	ECD	Merit Increase	4171/4

		Improvement Inspector		07/08/2009	\$4444.75
D	Olga Bruno	Emergency Services Coordinator	PD	Merit Increase 07/15/2009	3268/3 \$6559.68
E	Jason Poulos	Community Service Officer-Field	PD	Merit Increase 06/03/2009	9170/4 \$4259.54
F	Micah Moore	Apprentice Line Mechanic	UTL	Merit Increase 06/26/2009	5204/3 \$5910.42

**NEW CLASS**

1)Engineering Assistant II

**RECLASSIFICATION**

2)Reclassification Request

From: Engineering Asst.

To: Engineering Asst. II

**Guarrera/Dierking** - pursuant to Section 3.3 Preparation and Content of Class Specifications, Section 3.5 Adoption of Plan, and Section 3.8 Reclassification of the Rules of the Civil Service System. Approved 5 to 0.

**ADJOURNMENT**

**Dierking/Rubio** - to adjourn the meeting at 7:52 p.m. Approved 5 to 0.

<b>OPEN SESSION AGENDA ITEM NO:</b>	<b>3</b>
<b>DATE APPROVED:</b>	07/28/2009