



CITY OF AZUSA
 MINUTES OF THE PERSONNEL BOARD
 DATE: October 14, 2014

A regular meeting of the Personnel Board was called to order at 7:06 p.m. in the West Wing conference Room by Chair, Frank Allen.

ATTENDANCE	Personnel Board Members: Chair, Frank Allen, Vice Chair, Fernando Rubio Jr., Ralph Ruiz, Don Hiti and Mercedes Castro Staff Liaison: Traci Bailey, HR/Risk Management Analyst
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APPROVAL OF MINUTES	Motion: Hiti/Rubio- to approve the minutes of September 23, 2014. Approved 5-0. Ayes (5): Allen, Rubio, Ruiz, Hiti, Castro Nays: (0) Abstain: (0)
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CLOSED SESSION <small>(Govt. Code section 54957- Public Employee Performance Evaluation)</small>	Rubio/Ruiz-to move to closed session at 7:08 p.m. Approved 5-0. Ayes: Allen, Rubio, Ruiz, Hiti, Castro (5) Nays: (0) Abstain: (0) Rubio/Hiti -to reconvene at 7:17 p.m. Approved 5-0. Ayes: Allen, Rubio, Ruiz, Hiti, Castro (5) Nays: (0) Abstain: (0)
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Merit Increases, Regular appointment and/or Flexible Staffing Promotion Appointment Recommendations	Motion: Rubio/Castro -to recommend approval of merit increases, regular appointment and/or flexible staffing promotional appointments for the following items listed as 4 a-i, pursuant to the Performance Appraisal Procedures. Approved 5-0. Ayes: Allen, Rubio, Ruiz, Hiti, Castro (5) Nay: (0) Abstain: (0)
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4. Merit Increase and/or Regular Appointment Recommendations

	Dept	Name	Classification	Type of Action/ Effective Date	Range/ Step Base Mo.
A	UTL	Jose Palacios	Water Distribution Worker I	Reg. Appt./Merit Inc/2 10/6/2014	5167/2 \$4,139.54
B	UTL	Emanuel Cardoso	Water Production Operator II	Reg. Appt. 9/7/2014	5185/5 \$5,759.82
C	LB	Ginger Antunez	Library Assistant III	Merit Increase/3 9/19/2014	4150/3 \$3,553.11
D	PW	David Ochoa	Street Maintenance Worker I	Merit Increase/3 7/9/2014	8153/3 \$3,854.89
E	PD	Joanne Gasca	Police Records Specialist II	Reg. Appt 9/11/2014	9150/5 \$3,984.53
F	PD	Tamara Patlogar	Police Communications Supervisor	Merit Increase/4 9/12/2014	9195/4 \$6,635.49
G	PD	Richard Martinez	Police Officer	Merit Increase/5 1/26/2014	6101/5 \$7,030.77
H	PD	Samantha Sutcliffe	Police Officer	Merit Increase/3 6/15/2014	6101/3 \$6,369.88
I	PD	Christopher Grant	Police Sergeant	Reg. Appt. 8/4/2014	3416/2 \$8,286.12

5. OPEN SESSION ITEMS

<p>RECRUITMENT REQUEST- PROMOTIONAL (1) Street Maintenance Worker I</p>	<p>Motion: Allen/Castro: to approve pursuant to Section 5.5.3. Promotional Examinations of the Rules of the Civil Service System Ayes (5): Allen, Rubio, Ruiz, Hiti, Castro Nays: (0) Abstain: (0)</p>
<p>RECRUITMENT REQUEST- OPEN (1) Police Officer Trainee – Academy Recruit</p>	<p>Motion: Allen/Castro: to approve pursuant to Section 5.5.2. Open Competitive of the Rules of the Civil Service System Ayes (5): Allen, Rubio, Ruiz, Hiti, Castro Nays: (0) Abstain: (0)</p>
<p>RECRUITMENT REQUEST- OPEN (1) Information Technology Analyst</p>	<p>Motion: Allen/Castro: to approve pursuant to Section 5.5.2. Open Competitive of the Rules of the Civil Service System Ayes (5): Allen, Rubio, Ruiz, Hiti, Castro Nays: (0) Abstain: (0)</p>
<p>ADJOURNMENT</p>	<p>Motion: Rubio/Ruiz -to adjourn the meeting at 7:25 p.m. Ayes (5): Allen, Rubio, Ruiz, Hiti, Castro Nay: (0) Abstain: (0)</p>

<p>OPEN SESSION AGENDA ITEM NO:</p>	<p>3</p>
<p>DATE APPROVED:</p>	<p>12-9-14</p>