



**CITY OF AZUSA  
MINUTES OF THE PERSONNEL BOARD  
APRIL 10, 2012**

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

**ATTENDANCE**

Personnel Board Members: Frank Allen, Chair, Joseph Guarrera, Fernando Rubio Jr., Ralph Ruiz, and Fred A. Madjar, Vice Chair

Staff Liaison: Noel Carpenter, Human Resources Technician  
Also Present: George Morrow, Director of Utilities

**APPROVAL OF  
MINUTES  
3/13/2012**

**Guarrera/Madjar** – to approve the minutes. Approved 5 to 0.

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

**Rubio/Ruiz** - to move to closed session at 7:03 pm. Approved 5 to 0.  
**Rubio/Madjar** - to reconvene at 7:15 PM. Approved 5 to 0.

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

**4.A-4.D – Rubio/Madjar** - to recommend approval of Merit Increases and/or Regular Appointments and/or Flexible Staffing promotional appointments for the following item listed as 4.A- 4.D. Approved 5 to 0.

**4.A - Merit Increase and/or Regular Appointment Recommendations.**

	Name	Classification	Dept	Type of Action / Effective Date	Range/Step Base Monthly
A	Melissa Barbosa	Engineering Associate	UTL	Reg Appt/Merit Inc 03/26/2012	4222/2 \$6,727.12

**4.B – 4.D - Flexible Staffing Promotional Appointment Recommendations.**

	Name	From Classification/ To Classification	Dept	Effective Date	Range/Step Base Monthly
B	Rosa Sok	From: Police Records Specialist. I To: Police Records Specialist. II	PD	3/15/2012	9150/4 \$3,803.02
C	Vincent Benavidez	From: Apprentice Line Mechanic To: Line Mechanic	UTL	3/10/2012	5218/3 \$7,137.14
D	Micah Moore	From: Apprentice Line Mechanic To: Line Mechanic	UTL	12/26/2011	5218/4 \$7,486.93

CLASS SPEC  
REVISION- Assist. Dir.  
of Customer Care and  
Solutions

**Madjar/Rubio** – pursuant to the Rules of the Civil Service System, Section 3.5, Adoption of Plan.  
Approved 5 to 0.

RECRUITMENT  
REQUEST-OPEN  
Assist. Dir. of Customer  
Care and Solutions

**Guarrera/Rubio** - pursuant to the Rules of the Civil Service System, Section 5.5.2, Open  
Competitive Examinations. Approved 5 to 0.

RECRUITMENT  
REQUEST-OPEN  
Street Maintenance  
Worker I

**Guarrera/Rubio** - pursuant to the Rules of the Civil Service System, Section 5.5.2, Open  
Competitive Examinations. Approved 5 to 0.

ADJOURNMENT

**Rubio/Madjar** – to adjourn the meeting at 7:35 PM. Approved 5 to 0.

<b>OPEN SESSION AGENDA ITEM NO:</b>	<b>3</b>
<b>DATE APPROVED:</b>	04/24/2012