



CITY OF AZUSA
 MINUTES OF THE PERSONNEL BOARD
 DATE: April 14, 2015

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

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| ATTENDANCE | Personnel Board Members: Chair, Frank Allen, Vice Chair, Fernando Rubio Jr., Ralph Ruiz, and Mercedes Castro Staff Present: Traci Bailey, HR/Risk Management Analyst Amelia Ayala, Human Resources & Risk Management Director Troy Butzlaff, ICMA-CM, City Manager |
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| ABSENCE | Motion: Rubio/Ruiz - to excuse Don Hiti Ayes: Rubio, Allen, Castro, Ruiz (4) Nays: (0) Abstain: (0) |
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| APPROVAL OF MINUTES | Motion: Castro/Ruiz - to approve the minutes of March 10, 2015. Approved 4-0. Ayes: Rubio, Allen, Castro, Ruiz (4) Nays: (0) Abstain: (0) |
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| CLOSED SESSION (Govt. Code section 54957- Public Employee Performance Evaluation) | Rubio/Ruiz-to move to closed session at 7:06 p.m. Approved 4-0. Ayes (4): Allen, Rubio, Ruiz, Castro Nays: (0) Abstain: (0) Ruiz/Rubio – to reconvene at 7:14 p.m. Approved 4-0. Ayes (5): Allen, Rubio, Ruiz, Castro Nay: (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-f, pursuant to the Performance Appraisal Procedures. Approved 4-0. Ayes: Rubio, Allen, Castro, Ruiz, (4) Nays: (0) Abstain: (0) |
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4(a-f). Merit Increases and/or Regular Appointment Recommendations

| | Dept | Name | Classification | Type of Action/ Effective Date | Range/ Step Base Mo. |
|---|------|-----------------------|----------------------------------|-----------------------------------|----------------------------|
| A | CC | Annette Juarez | Administrative Technician | Merit Increase 3/24/2015 | 4174/3 \$4,454.67 |
| B | FIN | Naomi Narvaez | Senior Administrative Technician | Regular Appt. 11/19/2014 | 4179/5 \$5,128.37 |
| C | PD | Anthony Conwell | Police Officer | Merit Increase 3/12/2015 | 6101/2 \$6,245.84 |
| D | PD | Rick Hayden | Police Sergeant | Merit Increase 2/4/2015 | 3416/5 \$9,592.22 |
| E | PD | Rosa Sok | Police Records Specialist III | Merit Increase 3/15/2015 | 9160/5 \$4,389.01 |
| F | PW | Christopher Gutierrez | Street Maintenance Worker I | Merit Increase 3/28/2015 | 8153/4 \$4,047.63 |

5. OPEN SESSION ITEMS

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| C. PUBLIC COMMENT | Troy Butzlaff introduced himself to the Personnel Board as the new City Manager and had open discussion. |
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| ADJOURNMENT | Motion: Rubio/Hiti to adjourn the meeting at 7:45 p.m. Ayes: Rubio, Allen, Castro, Ruiz, (4) Nays: (0) Abstain: (0) |
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| OPEN SESSION AGENDA ITEM NO: | 4 |
| DATE APPROVED: | 04-28-2015 |