

Berkeley Unified School District

2020 Bonar Street, The Technology Lab, Room 126

Berkeley, CA 94702

Personnel Commission

Timothy Carter, Chairperson

Ann Aoyagi, Vice-Chairperson

Dan F. Lee, Commissioner

Randy Perez, Secretary

Special Meeting Agenda

November 24, 2014 1:30 pm

1. **Call to Order** **Chairperson Carter**
2. **Roll Call & Establishment of Quorum** **Secretary Perez**
3. **Approval and Adoption of Agenda** **Chairperson Carter**
4. **Public Comment**
This is an opportunity for the public to comment on matters not on the agenda. No action can be taken.
5. **Consent Item** **Chairperson Carter**
Ratification of the following eligibility list
a) Security Engineer p. 2
6. **Conference Item** **Chairperson Carter**
This item is presented for discussion and action.
A) Request to approve advanced salary step placement for a candidate p. 3
7. **Public Comment**
This is an opportunity for the public to comment on matters not on the agenda. No action can be taken.
8. **Adjournment** **Chairperson Carter**

Berkeley Unified School District

Merit System

Eligibility List for : **Security Engineer
(Open)**

Written Examination: **October 31, 2014**

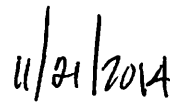
Oral Examination: **November 12, 2014**

List Established by Personnel Commission: **November 24, 2014 to expire November 24, 2015**

Open
1 Robin Eisemann



Randy Perez
Secretary, Personnel Commission



Date

Tim Carter
Chairperson, Personnel Commission

Date

**Berkeley Unified School District
Personnel Commission**

TO: Personnel Commission
FROM: Randy Perez, Director, Classified Personnel
DATE: November 24, 2014
SUBJECT: Request for Advanced Placement on Salary Schedule for a Candidate for Security Engineer

Background:

Merit Rule 70.100.1 - Initial Placement, states that all new hires in the classified service shall be placed on step one of the respective salary schedule except for classes that have proven difficulty in recruitment. In this case, an advanced salary placement may be made with the approval of the Board of Education and the Personnel Commission. We recently recruited for Security Engineer and obtained only nine total applications from candidates both internal and external to the District. Five candidates were screened in to participate in the first examination. From that pool, four candidates passed and moved onto the second exam. However, only one candidate, Robin Eisemann, successfully passed the second exam, and he is the only candidate on the eligibility list. Mr. Eisemann is highly qualified and has over 24 years of experience as a locksmith and lead locksmith, which is a similar class to the Security Engineer. Presently, he is earning a salary comensurate with the top step on the salary schedule for our Security Engineer. Because of Mr. Eismann's qualifications, years of experience and the fact that he is the only candidate to successfully pass both examinations, there is valid reason to place him on an advanced salary step.

Recommendation:

Approve Mr. Eismann's salary step placement at step five of the schedule for Security Engineer.