



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Personnel Committee - Special Meeting
Thursday, February 24, 2022
Minutes**

Members Present: Emily Alvarez-Zurita, Jesse Felix, Dr. Daria Graham, Daisy Ramos, Alexander Thambi

Members Absent: Angelica Agudo, Julia Ruiz

Staff Present: Jennifer Puccinelli

Guests Present: None

Call to Order: The meeting was called to order at 11:01 a.m.

Roll Call: A verbal roll call of attendees was conducted.

Approval of Minutes:

M/S Graham/Alvarez to approve the minutes from February 7, 2022.
Motion passed.

Open Forum:

None

Adoption of Agenda:

M/S Felix/Alvarez to amend the agenda to add SMSU Leadership Equity Adjustment as an action item in Closed Session.
Motion passed.

M/S Ramos/Alvarez to approve the amended agenda.
Motion passed.

M/S Ramos/Graham to move into Closed Session.
Motion passed.

PC 27/22 Human Resource and Risk Manager Transition (Action) – CLOSED SESSION

M/S Graham/Felix to open Human Resource and Risk Manager Transition

M/S Graham/Felix to offer Jennifer Puccinelli the position of Interim Human Resource and Risk Manager on a temporary basis at the annual salary of \$80,000 (inclusive of an \$850/month stipend for performing HR and Risk Management duties for ASI). Upon completion of the Society for Human Resource Management Certification, her salary will be increased to \$82,000 annually.

Motion passed.

PC 28/22 Executive Assistant Transition (Action) – CLOSED SESSION

M/S Graham/Felix to open Executive Assistant Transition

M/S Graham/Felix to offer Christine Grott the position of Executive Assistant to the Executive Director on a temporary basis at the annual salary of \$65,000.

Motion passed.

PC 29/22 SMSU Leadership Equity Adjustment (Action) – CLOSED SESSION

M/S Ramos/Alvarez to open SMSU Leadership Equity Adjustment

M/S Felix/Thambi to increase the annual salary of Jared Fisk to \$70,000, the annual salary of Sean Kinnally to \$70,000 for serving as Interim Associate Director of Recreation and Wellness, and the annual salary of Maria Elena Najera-Neri to \$84,000.

Motion passed.

M/S Ramos/Felix to move out of Closed Session.

Motion passed.

Announcements: Ms. Ramos shared that ASI applications close tomorrow. Mr. Felix invited all to attend the going away party for Andi Okoh.

Adjournment: The meeting was adjourned at 11:44 a.m.

Minutes approved by:

Alexandra Thambi
Alexandra Thambi (Mar 3, 2022 11:31 PST)

Alexandra Thambi, Chair

Mar 3, 2022

Date