



# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## PERSONNEL COMMISSION

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MEETING AGENDA FOR FEBRUARY 21, 2013

5:30 p.m.

Ventura County Community College District  
255 West Stanley Avenue, Suite 150  
Ventura, CA 93001

### ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS REGARDING AGENDA ITEMS
4. MINUTES  
Personnel Commission Meeting of December 13, 2012
5. CORRESPONDENCE  
None
6. OLD BUSINESS  
None
7. RECOGNITION OF SERVICE  
Patricia Parham
8. REPORTS
  - A. Classified Employees Representative's Report
  - B. Board of Trustees Meeting Report
  - C. Director's Report
    - Current Recruitments Report
    - Positions Filled & Pending Report
  - D. Commissioners' Reports
9. RECLASSIFICATION OF A POSITION  
Location: Ventura College  
Employee: Susan Royer  
From: College Bookstore and Cashiering Supervisor  
To: College Bookstore Manager
10. ESTABLISHMENT OF A NEW CLASSIFICATION  
Performing Arts Center Technician I (Classified Salary Schedule #230; \$3,386-\$4,681/month)

**11. TITLE CHANGE AND REVISION OF A CLASSIFICATION SPECIFICATION**

From: Performing Arts Center Technician

To: Performing Arts Center Technician II

**12. RECESS TO CLOSED SESSION**

None

**13. RECONVENE IN OPEN SESSION**

None

**14. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS**

**15. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING**

The date and time of the next regularly scheduled meeting of the Personnel Commission is March 21, 2013, at 5:30 p.m. The meeting will take place in the Dr. Thomas G. Lakin Boardroom at the District Administrative Center at 255 West Stanley Avenue, Suite 150, in Ventura, California.

**16. ADJOURNMENT**

Written materials relating to a Commission meeting item that are distributed to at least a majority of the Commission members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at the District Administrative Center located at 255 West Stanley Avenue, Suite 150, Ventura, CA 93001 or at the Personnel Commission meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of  
Michael Arnoldus, Director of Employment Services/Personnel Commission  
Ventura County Community College District  
255 West Stanley Avenue, Suite 150  
Ventura, CA 93001  
(805) 652-5521