



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

MEETING AGENDA

November 19, 2009

7:00 p.m.

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 Thursday, October 22, 2009
5. CORRESPONDENCE
None
6. REPORTS
 - A. Classified Employees Representative's Report
 - B. Board of Trustees Meeting Report
 - C. Director's Report
 - Current Recruitments Report
 - Positions Filled & Pending Report
 - Professional Experts 1/09 – 6/09
 - D. Commissioners' Reports
7. OLD BUSINESS
None
8. APPROVAL OF PROPOSED NEW CLASSIFICATION SPECIFICATIONS/SALARY RANGES
9. APPROVAL OF PROPOSED REVISIONS OF CLASSIFICATION SPECIFICATIONS/SALARY RANGE
None
10. RECLASSIFICATION
None
11. APPROVAL OF PROPOSED REVISIONS OF PERSONNEL COMMISSION RULES
None
12. ABOLISHMENT OF CLASSIFICATIONS
None



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13. INTERPRETATION OF MINIMUM QUALIFICATIONS

None

14. APPROVAL OF PROPOSED SALARY RANGE

None

15. APPROVAL OF PROPOSED TITLE CHANGES

16. APPROVAL OF PERSONNEL COMMISSION RULE

Personnel Commission Rule 292.5

Initial appointment – Executive Assistant to the Chancellor

17-18. Will be listed as appropriate.

19. OTHER

- A. Oath of Office – David J. Gonzales
- B. Election of Commission Chair for 2010
- C. Schedule of 2010 Personnel Commission Meetings (initial review)

20. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

21. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The date and time of the next regularly scheduled meeting of the Personnel Commission is Thursday, December 17, 2009 at 7:00 p.m. The meeting will be held in the Multipurpose Room at the District Administrative Center at 255 West Stanley Avenue, Suite 150, in Ventura.

22. RECESS TO CLOSED SESSION

None

23. RECONVENE IN OPEN SESSION

24. 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:

District Administrative Center
255 West Stanley Avenue, Suite 150
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



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

FOUR HUNDRED AND TWENTY

The four hundred and twentieth meeting of the Personnel Commission of the Ventura County Community College District was held on Thursday, October 22, 2009.

1. CALL TO ORDER

Chair Barbara Harison called the meeting of the Personnel Commission to order at 7:00 p.m.

2. ROLL CALL

Commissioners David Gonzales, Jim King, and Barbara Harison were in attendance. Also attending was Michael Arnoldus, Director of Employment Services/Personnel Commission and Secretary of the Personnel Commission.

3. PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

None

4. APPROVAL OF MINUTES

On motion by Commissioner King, seconded by Commissioner Gonzales, the minutes of the October 1, 2009 meeting of the Personnel Commission were unanimously approved, with a change to Item 10 Reclassification, F to indicate that the motion was to reclassify the position of Computer Operations Specialist to Information technology Support Specialist II, as well as the incumbent.

5. CORRESPONDENCE

None

6. REPORTS

A. Classified Employee Representative(s) Report
None

B. Board of Trustees Meeting
Mr. Arnoldus commented on the information technology, public information officers, and bookstore operations at Oxnard College reorganizations presented to the Board of Trustees as action items and approved by the Board. A presentation on the budget was also provided by Ms. Sue Johnson. Several public speakers commented on agenda items.

C. Director's Report

Mr. Arnoldus reviewed the monthly *Current Recruitments Report*, with 4 open recruitments and 2 closed recruitments. The *Positions Filled and Pending Report* reflects 3 positions filled and 4 pending selection.

D. Commissioners' Report
NONE

7. OLD BUSINESS

None



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8. APPROVAL OF NEW PROPOSED CLASSIFICATION SPECIFICATIONS/SALARY RANGE

Nurse Practitioner

Classified Employees Salary Schedule #350 (\$77,376 - \$106,800/annual)

Matthew Escobedo discussed the proposed classification and salary range. After discussion and questions, on a motion by Commissioner King, seconded by Commissioner Gonzales, the Personnel Commission unanimously disapproved the establishment of the proposed classification of Nurse Practitioner.

Information Technology Support Specialist III

Classified Employees Salary Schedule #300 (\$59,196-\$81,744/annual)

Matthew Escobedo explained the position and salary range. After discussion and questions, on a motion by Commissioner King, seconded by Commissioner Gonzales, the Personnel Commission unanimously approved the new proposed classification specification/salary range of Information Technology Support Specialist III.

9. APPROVAL OF PROPOSED REVISIONS OF CLASSIFICATION SPECIFICATIONS/SALARY RANGE

Network Engineer

After discussion and questions, on a motion by Commissioner Gonzales, seconded by Commissioner King, the Personnel Commission unanimously approved the proposed revisions of classification specification of Network Engineer.

Systems Administrator

After discussion and questions, on a motion by Commissioner Gonzales, seconded by Commissioner King, the Personnel Commission unanimously approved the proposed revisions of classification specification of Systems Administrator.

10. RECLASSIFICATION

None

11. APPROVAL OF PROPOSED REVISIONS OF PERSONNEL COMMISSION RULES

None

12. ABOLISHMENT OF CLASSIFICATIONS

None

13. INTERPRETATION OF MINIMUM QUALIFICATIONS

None

14. APPROVAL OF PROPOSED SALARY RANGE

None

15-18. LISTED AS APPROPRIATE

None



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19. OTHER

Approval of Exception to Personnel Commission Rule
Personnel Commission Rule 292.1 – Initial Appointment, Regular Classified Employees

This item was not presented (see Item 8A).

20. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

None

21. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Thursday, November 19, 2009 at 7:00 p.m. It will be held in the Multipurpose Room at the District Administrative Center, 255 West Stanley Avenue, Suite 150, in Ventura.

22. RECESS TO CLOSED SESSION

There were no closed session items.

23. RECONVENE IN OPEN SESSION

24. ADJOURNMENT

On motion by Commissioner King, seconded by Commissioner Gonzales, the meeting of the Personnel Commission was adjourned at 8:01 p.m. by Chair Harison.