



## VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

---

### **FOUR HUNDRED AND ELEVENTH MEETING**

The four hundred and eleventh meeting of the Personnel Commission of the Ventura County Community College District was held on Thursday, January 8, 2009.

#### **1. CALL TO ORDER**

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

#### **2. ROLL CALL**

Commissioners Barbara Harison, James King, and David Gonzales 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 Gonzales, seconded by Commissioner King, the minutes of the November 20, 2008 meeting of the Personnel Commission were unanimously approved with the following change:

Commissioner King made a motion to set aside Rule 101 on a temporary basis so that action could be taken to select the 2009 Commission Chair since there was a possibility there would be no meeting in December 2008; Commissioner Gonzales seconded the motion, and the motion was unanimously approved. (4-130)

#### **5. CORRESPONDENCE**

None

#### **6. REPORTS**

A. Classified Employee Representative(s) Report  
None

B. Board of Trustees Meeting  
Mr. Arnoldus shared highlights of the last meeting of the Board of Trustees.

C. Director's Report  
Mr. Arnoldus reviewed the monthly *Current Recruitments Report*, with 5 open recruitment and 4 closed recruitments. The *Positions Filled and Pending Report* reflects 5 positions filled and 14 pending selection.

D. Commissioners' Report  
None



## VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

---

7. **OLD BUSINESS**  
None
8. **APPROVAL OF NEW PROPOSED CLASSIFICATION SPECIFICATIONS/SALARY RANGE**  
None
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**  
Mr. Arnoldus discussed the recommendation to abolish unused classes. After a brief discussion, Commissioner King motioned to adopt the recommendation relative to the abolishment of unused classes, Commissioner Gonzales seconded the motion, and the motion was unanimously approved. (12-35)
13. **INTERPRETATION OF MINIMUM QUALIFICATIONS**  
None
14. **APPROVAL OF PROPOSED SALARY RANGE**  
None
- 15-18. **LISTED AS APPROPRIATE**  
None
19. **OTHER**
  - A. On motion by Commissioner Gonzales, seconded by Commissioner King, the Commission unanimously approved the 2009 Schedule of Personnel Commission Meetings. (19-212)
  - B. Oath of Office: Mr. Arnoldus administered the Oath of Office to Commissioner King.
  - C. Mr. Arnoldus presented the 2007 – 2008 Personnel Commission Annual Report. On a motion by Commissioner King, seconded by Commissioner Gonzales, the Commission unanimously approved the 2007 – 2008 Personnel Commission Annual Report. (19-214)
20. **PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS**  
None



## VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

---

### **21. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING**

The next regular meeting of the Personnel Commission is scheduled for Thursday, February 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**

None

### **23. RECONVENE IN OPEN SESSION**

None

### **24. ADJOURNMENT**

On motion by Commissioner Gonzales, seconded by Commissioner King, the meeting of the Personnel Commission was adjourned at 7:35 p.m. by Commissioner Harison.