



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

FOUR HUNDRED AND THIRTEEN

The four hundred and thirteenth meeting of the Personnel Commission of the Ventura County Community College District was held on Thursday, April 23, 2009.

1. CALL TO ORDER

Chairman Barbara Harison called the meeting of the Personnel Commission to order at 7:02 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 April 23, 2009 meeting of the Personnel Commission were unanimously approved. (4-132)

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, including green initiatives at Moorpark College, administration procedures regarding board procedures, and an explanation of the modified work week that was approved by the Board and will be in effect from June 1, 2009 through August 8, 2009.

C. Director's Report

Mr. Arnoldus reviewed the monthly *Current Recruitments Report*, with 0 open recruitment and 5 closed recruitments. The *Positions Filled and Pending Report* reflects 6 positions filled and 4 pending selection.

Mr. Arnoldus presented the Professional Expert Report 2008 and it was agreed that this report shall be presented to the commission semi-annually for their review.



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

- D. Commissioners' Report
NONE

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

None

13. INTERPRETATION OF MINIMUM QUALIFICATIONS

None

14. APPROVAL OF PROPOSED SALARY RANGE

None

15-18. LISTED AS APPROPRIATE

None

19. OTHER

A. Mr. Arnoldus presented the preliminary budget for FY 2009 – 2010. Commissioner King made a motion to schedule a public hearing on the Personnel Commission Budget at the next Personnel Commission Meeting, scheduled for May 21, 2009, seconded by Commissioner Gonzales, and unanimously approved.

B. Mr. Arnoldus provided an overview of executive assistant classification study. Mr. Arnoldus indicated that the study was still being conducted and that there were no specific recommendations to be provided at that time.

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,



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

May 21, 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

Public Employee Evaluation (22-10)
Performance Evaluation of the Director of Employment Services/Personnel Commission.

The meeting was adjourned to closed session at 8:07 p.m. by Commissioner Harison.

23. RECONVENE IN OPEN SESSION

The open session reconvened at 8:25 p.m. Commissioner Harison reported that the commissioners discussed the evaluation of the Director of Employment Services/Personnel Commission and there were no announcements from the closed session. (22-10)

24. ADJOURNMENT

On motion by Commissioner King, seconded by Commissioner Gonzales, the meeting of the Personnel Commission was adjourned at 8:26 p.m. by Commissioner Harison.