VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
PERSONNEL COMMISSION
July 19, 2007
MINUTES

THREE HUNDRED AND NINETY-FIFTH MEETING

The three hundred and ninety-fifth meeting of the Ventura County Community College District Personnel Commission was held on Thursday, July 19, 2007.

1. CALL TO ORDER

Chairman James King called the meeting of the Personnel Commission to order at 7:01 p.m.

2. ROLL CALL

Commissioners James King, Barbara Harison, and David Gonzales were in attendance. Also present was Patricia Parham, Associate Vice Chancellor of Human Resources and Secretary of the Personnel Commission.

3. PUBLIC COMMENTS REGARDING AGENDIZED ITEMS

None

4. APPROVAL OF MINUTES

On motion by Ms. Harison, seconded by Mr. Gonzales, the Commission unanimously approved the minutes of the May 24, 2007 meeting. *(4-116)*

5. CORRESPONDENCE

The Commission received notification from Dr. Charles Weis, County Superintendent of Schools, that the 2007-2008 Personnel Commission budget has been approved.

6. REPORTS

A. Classified Employee Representative(s) Report

Ms. Parham reported that Mr. Frank Torres, Lobbyist for SEIU Local 99, plans to attend Personnel Commission meetings as appropriate.

B. Board of Trustees Meeting

The commissioners received a synopsis of the June 21, 2007 meeting of the Board of Trustees, put out monthly by the Director of Administrative Relations. Ms. Parham advised the new position of Director of Employment/Personnel Commission was approved at the meeting.

C. Ms. Parham reviewed the monthly *Current Recruitment Report*, reflecting eighteen open recruitments and thirteen closed, and the *Positions Filled and Pending Report*, reflecting sixteen positions filled and fifteen positions pending selection.

Mr. King asked that Patricia Parham pass on the Commission's appreciation to the staff for the high volume of work they are doing in spite of being so under-staffed.

D. Commissioners' Reports

Mr. King asked for a report on the Online Requisition and Application Processing (ORAP) system at the next meeting. Ms. Parham said she will provide a summary and would be happy to address any specific problems.

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

At this point in the meeting it was agreed to change the order or the agenda and address Item #21.

21. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The date and time of the next regular meeting of the Personnel Commission is Thursday, August 16, at 7:00 p.m. The meeting will be held in the Multipurpose Room at the District Administrative Center, 255 West Stanley Avenue, Suite 150, in Ventura.

The meeting was recessed at 6:15 p.m. and reconvened at 7:00 p.m. for the Disciplinary Action Appeal Hearing.

19. OTHER

Disciplinary Action Appeal Hearing

20. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS
None

22. ADJOURNMENT

On motion by Mr. Gonzales, seconded by Ms. Harison, the meeting of the Personnel Commission was adjourned at 10:45 p.m. by Mr. King.