

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
PERSONNEL COMMISSION  
November 15, 2007  
MINUTES**

**THREE HUNDRED AND  
NINETY-NINTH MEETING**

The three hundred and ninety-ninth meeting of the Ventura County Community College District Personnel Commission was held on Thursday, November 15, 2007.

**1. CALL TO ORDER**

Chairman James King called the meeting of the Personnel Commission to order at 7:00 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. Stuart Rudnick, counsel for the Personnel Commission, was also present at the meeting.

**3. PUBLIC COMMENTS REGARDING AGENDIZED ITEMS**

None

**4. APPROVAL OF MINUTES**

There was a discussion of Item #19 in the minutes and then, on motion by Ms. Harison, seconded by Mr. Gonzales, the commissioners unanimously approved the minutes of the October 25, 2007 meeting of the Personnel Commission. (4-120)

**5. CORRESPONDENCE**

None

**6. REPORTS**

A. Classified Employee Representative(s) Report  
None

B. Board of Trustees Meeting

Ms. Parham reported the board's approval of the contracts between SEIU and the district and between AFT and the district. She said the trustees also approved Barbara Harison's reappointment to the commission as SEIU's designee. Ms. Parham was pleased to announce the board's approval of the hiring of Michael Arnoldus as the new Director of Employment/Personnel Commission.

C. Ms. Parham reviewed the monthly *Current Recruitment Report*, reflecting seventeen open recruitments and six closed recruitments. She also reviewed the *Positions Filled and Pending Report*, with twenty positions filled and twenty-one positions pending selection. Ms. Parham then updated the commission on the number of Professional Experts currently under contract. The final 2007-08

Personnel Commission budget, reflecting salary and benefit adjustments, was reviewed by the commissioners.

- D. Commissioners' Reports  
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**

Disciplinary Action Appeal  
Deliberation and Consideration of Draft Decision (19-207)

Ms. Parham pointed out a typographical error in the initial draft, wherein the date in Paragraph 20 should be "August 31, 2006" rather than 2007. The commissioners agreed to discuss their questions and concerns prior to taking a vote and, during the discussion, they agreed to certain changes in the final document. Following their discussion, Mr. Rudnick suggested the meeting be recessed so the agreed-upon changes to the final decision could be effected. The meeting was recessed at 7:40 p.m.

The meeting was reconvened at 7:58 p.m. Each commissioner was given a copy of the revised decision and they confirmed the changes made were as discussed. The commissioners determined the district had sustained its burden of proving that appellant

engaged in one or more of the incidents alleged and the proven incidents warrant the imposition of discipline. On motion by Mr. Gonzales, seconded by Ms. Harison, the Personnel Commission voted unanimously to deny the appeal of Mr. Todd Adams and to uphold the decision to terminate his employment.

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

None

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

The date and time of the next regular meeting of the Personnel Commission is Thursday, December 20, 2007, 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. ADJOURNMENT**

On motion by Ms. Harison, seconded by Mr. Gonzales, Mr. King adjourned the meeting of the Personnel Commission at 8:04 p.m.