



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

PERSONNEL COMMISSION

PERSONNEL COMMISSION MEETING MINUTES FOR MAY 15, 2014

**Ventura County Community College District
255 West Stanley Avenue, Suite 150
Ventura, CA 93001**

FOUR HUNDRED AND SIXTY-SIXTH

The four hundred and sixty sixth meeting of the Personnel Commission of the Ventura County Community College District was held on Thursday, May 15, 2014 at 5:30 p.m.

ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

1. CALL TO ORDER

Commissioner Gonzales called the meeting to order at 5:30 p.m.

2. ROLL CALL

In attendance were Commissioners David Gonzales, Barbara Harison, and James King. Others present included Michael Arnoldus, Director of Employment Services/Personnel Commission; and Jillian Sturek, Executive Assistant.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

Chair Gonzales allowed Ms. Olivia Long, Curriculum Technician at Ventura College to address the Commission regarding a non-agenda item. She recapped her presentation from the April 17, 2014 Personnel Commission meeting regarding the request for an amendment to Personnel Commission Rule 295.

4. MINUTES

On motion by Commissioner King and seconded by Commissioner Harison, the minutes of the Thursday, April 17, 2014 meeting of the Personnel Commission were approved.

Voted Yes: Commissioner Gonzales, Commissioner Harison, Commissioner King

5. CORRESPONDENCE

None

6. OLD BUSINESS

None

7. REPORTS

A. Classified Employees Representative's Report

None

B. Board of Trustees Meeting Report

Director Arnoldus reported that he was in attendance at the May 12, 2014 Board of Trustees meeting. Also in attendance were Chair Gonzales and Commissioner King. Director Arnoldus explained that there was a discussion during the Board meeting concerning the recommendation to reclassify Ms. LaTeer's position which the Commission took action on at the previous meeting. Commissioner King spoke on behalf of the Commission with regard to the process that was followed.

C. Director's Report

Director Arnoldus reviewed the *Current Recruitments Report* that included five current classified recruitments. The *Positions Filled Report* reflected three positions filled and eleven positions pending. The *Upcoming Recruitments Report* included two upcoming recruitments.

Discussion ensued regarding summer recruitment activity. Director Arnoldus reported on previous trends and what his predictions were for the upcoming summer recruitment activity.

D. Commissioners' Reports

Commissioner King thanked Chair Gonzales for his support and attendance at the May 12, 2014 Board of Trustees meeting.

Chair Gonzales asked Director Arnoldus to alert the Commission if they need to be in attendance at future Board meetings.

8. **FISCAL YEAR 2015 BUDGET PRESENTATION**

Brian Fahnestock, Vice Chancellor, Business and Administrative Services, provided an overview of the State's budget and its impact on the District. He discussed the District's budget challenges, including projected revenues and expenses. Mr. Fahnestock answered various questions from the Commissioners regarding ways to reduce costs, increase revenues, and the potential impacts on staffing.

9. **PUBLIC HEARING OF THE PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2014-2015**

There were no comments or questions from the public. A brief discussion ensued amongst the Commissioners, after which Commissioner Gonzales closed the public hearing.

10. **ADOPTION OF THE PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2014-2015**

On motion by Commissioner Harison and seconded by Commissioner King, the adoption of the Personnel Commission budget for fiscal year 2014-2015 was approved.

Voted Yes: Commissioner Gonzales, Commissioner Harison, Commissioner King

11. **RECESS TO CLOSED SESSION**

None

12. **RECONVENE IN OPEN SESSION**

N/A

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

See item 3.

14. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The date and time of the next regularly scheduled meeting of the Personnel Commission is June 19, 2014, at 5:30 p.m. The meeting will take place in the Dr. Thomas G. Lakin Boardroom at the District Administrative Center at 255 West Stanley Avenue, Suite 150, in Ventura, California.

15. ADJOURNMENT

On motion by Commissioner King and seconded by Commissioner Harison, the meeting adjourned at 6:39 p.m.

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 the District Administrative Center located at 255 West Stanley Avenue, Suite 150, Ventura, CA 93001 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
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