



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

PERSONNEL COMMISSION

MEETING AGENDA FOR JULY 17, 2012

5:30 p.m.

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

ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENTS REGARDING AGENDA ITEMS**
4. **MINUTES**
Personnel Commission Meeting of June 21, 2012
5. **CORRESPONDENCE**
None
6. **OLD BUSINESS**
Donation of Commissioners' meeting stipend for staff development purposes
7. **REPORTS**
 - A. Budget Presentation
 - B. Classified Employees Representative's Report
 - C. Board of Trustees Meeting Report
 - D. Director's Report
 - Current Recruitments Report
 - Positions Filled & Pending Report
 - E. Commissioners' Reports
8. **REVISION OF CLASSIFICATION SPECIFICATION**
Instructional Lab Technician I - Photography
9. **ABOLISHMENT OF UNUSED CLASSIFICATIONS**
Clerical Assistant I
Clerical Assistant I (Seasonal)
Clerical Assistant II
Clerical Assistant II (Seasonal)
Clerical Assistant III

Administrative Assistant I
Administrative Assistant I (Seasonal)
Administrative Assistant II
Administrative Assistant III
Administrative Assistant IV
Food Services Worker
Food Services Operations Specialist
Lead Employment Specialist
Instructional Lab Technician II/Electronics
Operations Supervisor
Supervisor of Accounting
Director of Technology Support Services

10. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

11. RECESS TO CLOSED SESSION

Public Employee Performance Evaluation (Pursuant to Government Code section 54954.5)

Title: Director of Employment Services/Personnel Commission

12. RECONVENE IN OPEN SESSION

13. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The date and time of the next regularly scheduled meeting of the Personnel Commission is August 16, 2012, 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.

14. ADJOURNMENT

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 Michael Arnoldus, Director of Employment Services/Personnel Commission
Ventura County Community College District
255 West Stanley Avenue, Suite 150
Ventura, CA 93001
(805) 652-5521