



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

PERSONNEL COMMISSION

MEETING AGENDA FOR SEPTEMBER 5, 2013
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
 - A. Personnel Commission Special Meeting of June 24, 2013
 - B. Personnel Commission Special Meeting of July 17, 2013
5. CORRESPONDENCE
None
6. OLD BUSINESS
None
7. REPORTS
 - A. Classified Employees Representative's Report
 - B. Board of Trustees Meeting Report
 - C. Director's Report
 - Current Recruitments Report
 - Positions Filled & Pending Report
 - D. Commissioners' Reports
8. RECESS TO CLOSED SESSION
Public Employee Performance Evaluation (Pursuant to Government Code section 54954.5)
Title: Director of Employment Services/Personnel Commission
9. RECONVENE IN OPEN SESSION
10. REVISION OF CLASSIFICATION SPECIFICATIONS
 - A. Vice Chancellor, Business and Administrative Services
 - B. Instructional Lab Technician I – Emergency Medical Technician (EMT)

11. TITLE CHANGE AND REVISION OF CLASSIFICATION SPECIFICATION

Executive Assistant/Confidential Office of the Personnel Commission

12. ABOLISHMENT OF UNUSED CLASSIFICATIONS

- A. Student Services Specialist/Re-entry and Women's Center
- B. Lead Accounts Payable Technician
- C. Lead Student Health Center Assistant

13. 2012 - 2013 PERSONNEL COMMISSION ANNUAL REPORT

14. PUBLIC COMMENTS REGARDING NON-AGENDA ITEMS

15. DATE AND TIME OF NEXT PERSONNEL COMMISSION MEETING

The date and time of the next regularly scheduled meeting of the Personnel Commission is October 17, 2013, 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.

16. 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