

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
PERSONNEL COMMISSION  
July 19, 2001  
MINUTES**

**THREE HUNDRED AND  
THIRTY SIXTH MEETING**

The three hundred and thirty-sixth meeting of the Ventura County Community College District Personnel Commission was held on Thursday, July 19, 2001.

**1. CALL TO ORDER**

Mr. Grey called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Commissioners Tony Grey, Robert Saynay, and James King were present. Patricia Parham, Director of Personnel, and Secretary of the Personnel Commission, was also present.

**3. PUBLIC COMMENTS REGARDING AGENDIZED ITEMS**

None

**4. APPROVAL OF MINUTES**

Mr. Saynay noted that Mr. Grey, and not Mr. King, had seconded the motion for approval of the June minutes. Subject to that change, and on motion by Mr. Saynay, seconded by Mr. King, the commissioners approved the minutes of the July 19, 2001 meeting of the Personnel Commission. (4-55)

**5. CORRESPONDENCE**

None

**6. REPORTS**

a. Director's Report – Patricia Parham

Ms. Parham reviewed the monthly recruitment report and discussed the process for the continuous recruitments for Custodian and Office Assistant. The report of positions filled reflects ten positions certified and pending selection, and nine positions filled. She reported that counsel for the district and counsel for the commission are scheduled to meet tomorrow to discuss the issue of Professional Experts. She advised 63 names have been added to the list since the last Personnel Commission meeting. The commissioners discussed the issue at length and expressed their concern that the colleges are attempting to find a way to hire

individuals outside of the normal merit system. Mr. King voiced his concern that nothing has yet been done to improve the situation. The commissioners expressed discomfort with the situation, discussed possible action, but agreed to wait until Monday following tomorrow's meeting. Mr. Grey asked that Ms. Parham, following that meeting, communicate to the commissioners the timeline for resolution, the action taken to date, and the result of the meeting.

b. Board of Trustees Meeting – Dr. Marion Boenheim

Dr. Boenheim reported the most recent meeting of the Board of Trustees was held on June 26. At that meeting, the trustees voted to roll over Chancellor Westin's contract to December 2004. They also voted for a general salary increase for all employees, with a projected increase between 5.2% and 5.6%. A side letter was approved which authorizes the creation of an on-call list for Custodian. Trustees also approved fringe benefits for domestic partners. The Moorpark College Men's Wrestling Team was acknowledged, as well as the Ventura College Women's Basketball Team. Trustees also authorized an election to determine the process for selection of Personnel Commissioners. The trustees are sending a letter of redistricting of the Board of Trustees. Board interviews of the final four candidates for President of Oxnard College will be held August 14, with a public forum on the 15<sup>th</sup>. The next Board of Trustees meeting is scheduled for August 7.

c. Commissioners' Report  
None

**7. OLD BUSINESS**

None

**8. APPROVAL OF NEW PROPOSED CLASSIFICATION SPECIFICATIONS**

- a. Research Analyst (9-106)  
Recommended Classified Salary Schedule #300 (\$3,882-\$5,359/mo.)

Ms. Parham reviewed the new job description. On motion by Mr. King, seconded by Mr. Saynay, the commissioners unanimously approved the new classification.

**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**

**20. PUBLIC COMMENTS**

None

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

The next meeting of the Personnel Commission is scheduled for August 16, 2001, at 7:00 p.m.

**22. RECESS TO CLOSED SESSION**

a. Public Employee Discipline/Dismissal/Release

The meeting recessed to Closed Session at 7:30 p.m.

**23. RECONVENE IN OPEN SESSION**

The general meeting was reconvened at 7:44 p.m. Mr. Grey reported the commission had taken action to appoint Mr. Philip Tamoush, as first choice, or Mr. Edward Kelley, as second choice, as the hearing officer for an appeal of dismissal filed by a classified employee. Ms. Parham's staff was directed to schedule the hearing at a date no later than mid-August.

**24. ADJOURNMENT**

Mr. Grey adjourned the meeting at 7:45 p.m.