



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

PERSONNEL COMMISSION

PERSONNEL COMMISSION MEETING MINUTES FOR JULY 17, 2013

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

FOUR HUNDRED AND FIFTY-NINE

The four hundred and fifty ninth meeting of the Personnel Commission of the Ventura County Community College District was held on Wednesday, July 17, 2013, at 6:00 p.m.

1. CALL TO ORDER

Commissioner King called the meeting to order at 6:02 p.m.

Commissioner King stated that due to the emergency status of the meeting and lack of 72-hour notice, he recommended tabling all items except items eight and nine. Commissioner Gonzales concurred with Commissioner King's recommendation.

2. ROLL CALL

In attendance were Commissioners David Gonzales and James King. Michael Arnoldus, Director of Employment Services/Personnel Commission and Secretary to the Personnel Commission, was also present. Commissioner Barbara Harison was absent.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None

4. MINUTES

None

5. CORRESPONDENCE

None

6. OLD BUSINESS

None

7. REPORTS

A. Classified Employees Representative's Report

None

B. Board of Trustees Meeting Report

None

C. Director's Report

None

D. Commissioners' Reports

None

8. **EXAMINATION APPEAL HEARING**

Examination Appeal for Vice Chancellor, Business and Administrative Services

The Commission conducted an appeal hearing concerning the disqualification of an applicant for Vice Chancellor, Business and Administrative Services for not meeting the minimum qualification for education as specified on the job announcement. Director Arnoldus discussed the rationale behind the action to disqualify the applicant. Following Mr. Arnoldus' remarks, the applicant, Mr. David Keebler, explained to the Commission why he believed he met minimum qualifications. Following the remarks from Mr. Arnoldus and Mr. Keebler, Commissioner King closed the meeting to further testimony and confined the remarks to the Commission. The Commission deliberated prior to making a motion.

On motion by Commissioner Gonzales and seconded by Commissioner King, the Commission denied the appeal by David Keebler.

9. **DESIGNATION OF A POSITION AS SENIOR CLASSIFIED ADMINISTRATIVE EXEMPT FROM THE REQUIREMENTS OF EDUCATION CODE SECTION 88091**

Vice Chancellor, Business and Administrative Services

Mr. Arnoldus discussed the basis for exempting the Vice Chancellor, Business and Administrative Services position from the requirements of Education Code 88091. He explained that the Board of Trustees took action on June 18, 2013, to designate the position as Senior Classified Administrative. Following Director Arnoldus' presentation, the Commissioners and Director Arnoldus discussed the consequences of exempting this position per Education Code section 88091, subdivision (c)(1).

On motion by Commissioner Gonzales and seconded by Commissioner King, the designation of the Vice Chancellor, Business and Administrative Services position as exempt per Education Code section 88091, subdivision (c)(1) was unanimously approved.

10. **RECESS TO CLOSED SESSION**

None

11. **RECONVENE IN OPEN SESSION**

N/A

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

None

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 15, 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.

14. **ADJOURNMENT**

On motion by Commissioner Gonzales and seconded by Commissioner King, the meeting of the Personnel Commission adjourned at 6:43 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:
District Administrative Center
255 West Stanley Avenue, Suite 150
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