



# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## PERSONNEL COMMISSION

---

### MEETING AGENDA FOR NOVEMBER 21, 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**  
Personnel Commission Meeting - October 17, 2013  
Special Meeting of the Personnel Commission – October 30, 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. **EXAMINATION APPEAL HEARING**  
Vice Chancellor, Business and Administrative Services (two appeals)
9. **RECLASSIFICATION OF POSITIONS**
  - A. Reclassification of an Information Technology Support Specialist II position occupied by Brian Akers
  - B. Reclassification of an Information Technology Support Specialist II position occupied by Aaron Kay
10. **REVISION OF CLASSIFICATION SPECIFICATIONS**
  - A. Counselor Assistant

- B. Electrician
- C. Instructional Lab Technician II – Paramedic
- D. Instructional Lab Technician II – Nursing

**11. RECESS TO CLOSED SESSION**

- A. Public Employee Performance Evaluation (Pursuant to Government Code section 54954.5)  
Title: Director of Employment Services/Personnel Commission
- B. Public Employee Discipline/Dismissal/Release (Pursuant to Government Code section 54957)  
Consideration of Disciplinary Action Appeal Hearing for Employee #900000558

**12. RECONVENE IN OPEN SESSION**

**13. DETERMINATION/SELECTION OF HEARING OFFICER FOR DISCIPLINARY ACTION APPEAL HEARING**

Disciplinary Action Appeal Hearing for Employee #900000558

**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 December 19, 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