



# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEL COMMISSION

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## PERSONNEL COMMISSION MEETING MINUTES FOR MAY 20, 2010

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

**FOUR HUNDRED  
TWENTY SIXTH**

The four hundred and twenty-sixth meeting of the Personnel Commission of the Ventura County Community College District was held on Thursday, May 20, 2010 at 7:00 p.m.

### ALL ITEMS ARE SUBJECT TO DISCUSSION/ACTION

**1. CALL TO ORDER**

Commissioner King called the meeting to order at 7:00 pm.

**2. ROLL CALL**

In attendance were Commissioners Barbara Harison and James King. Commissioner David Gonzales was not in attendance. Michael Arnoldus, Director of Employment Services/Personnel Commission and Secretary to the Personnel Commission, was also present.

**3. PUBLIC COMMENTS REGARDING AGENDA ITEMS**

None

**4. MINUTES**

On motion by Commissioner Harison and seconded by Commissioner King, the minutes of the April 15, 2010 meeting of the Personnel Commission were unanimously approved.

**5. CORRESPONDENCE**

None

**6. REPORTS**

**A. Classified Employees Representative's Report**

Barbara Cogert, Ventura College Classified Senate President, provided a written and oral report to the Commission pertaining to the classified employees at Ventura College. Commissioner King welcomed Ms. Cogert to the meeting and expressed his appreciation for her attendance. Ms. Harison commended Ms. Cogert for the Ventura



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Classified Senate's work raising funds for scholarships and her leadership. Mr. King also commended Ms. Cogert on her work and thanked her for her efforts.

There were no other reports presented to the Commission.

### B. Board of Trustees Meeting Report

Director Arnoldus provided a summary of the Board of Trustees' Meeting of May 11, 2010.

### C. Director's Report

Director Arnoldus reviewed the monthly *Current Recruitments Report* that included 1 open recruitment and 3 closed recruitments. The *Positions Filled and Pending Report* reflected 4 positions filled and 3 pending selection.

### D. Commissioners' Reports

Commissioner King provided a report on the Moorpark Teaching Zoo which he visited with his Rotary Club. They observed the recent improvements to the facility, and they were able to tour the new buildings and visit with the Teaching Zoo staff. Commissioner King stated that he was proud of the Zoo and the staff's progress towards improving the facility.

## 7. OLD BUSINESS

None

## 8. APPROVAL OF PROPOSED NEW CLASSIFICATION SPECIFICATIONS/SALARY RANGES

### Zoo Day Camp Technician I

Classified Employees Salary Schedule #180 (\$31,068-\$42,852/annual)

Romelle Renner, HR Analyst I, provided an overview of the proposed classification. After discussion regarding the proposed salary schedule and comparable market salary ranges, on motion from Commissioner Harison and seconded by Commissioner King, the Commissioners unanimously agreed to postpone the approval of the classification to allow for additional work to be completed with regard to the collection and assessment of external salary data.

## 9. APPROVAL OF PROPOSED TITLE CHANGE AND REVISION OF CLASSIFICATION SPECIFICATION

### Zoo Day Camp Technician

Proposed title change to Zoo Day Camp Technician II

Director Arnoldus recommended postponing the proposed title change for Zoo Day Camp Technician II until the Zoo Camp Technician I classification could be brought back to the



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Commission for approval. Commissioner Harison stated that the changes to the classification specification seemed appropriate. Commissioner Harison motioned to accept the revisions to the classification specification with the exception of the title change. The motion was seconded by Commissioner King and was unanimously approved.

**10. PUBLIC HEARING OF PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2010 - 2011**

A public hearing was opened to discuss the Personnel Commission budget for FY 2010 - 2011. There were no comments from the public. Commissioner King motioned to close the hearing and the motion was seconded by Commissioner Harison. The motion was unanimously approved.

**11. ADOPTION OF PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2010 - 2011**

On motion by Commissioner King and seconded by Commissioner Harison, the Personnel Commission Budget for FY 2010 – 2011 was unanimously approved.

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

None

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

The June meeting was originally scheduled for Thursday, June 17, 2010; however, due to a scheduling conflict, Commissioner Harison moved to reschedule the Personnel Commission Meeting to June 15, 2010, which was seconded by Commissioner King; the motion to revise the calendar was unanimously approved. The meeting will take place in the Multipurpose Room at the District Administrative Center at 255 West Stanley Avenue, Suite 150, in Ventura, California.

**14. RECESS TO CLOSED SESSION**

Existing Litigation (Gov. Code, § 54956.9, subd. (a)) - *Larry Guevara v. Ventura County Community College District*; Ventura County Superior Court Case No. 56-2007-00285673-CU-WM-VTA

Recessed to closed session at 7:42 p.m.

**15. RECONVENE IN OPEN SESSION**

Open session was reconvened at 7:58 p.m. Commissioner King stated that there was nothing to report from closed session.

**16. ADJOURNMENT**

Commissioner King moved to adjourn the meeting, and the motion was seconded by Commissioner Harison. The meeting adjourned at 8:00 p.m.