I. CLOSED SESSION – Pursuant to Section 54957, CA Govt. Code. Discuss appointment, employment, discipline or dismissal of public employees.

II. CALL TO ORDER/PLEDGE OF ALLEGIANCE (Regular Session)

III. APPROVAL OF MINUTES -- Regular meeting of January 5, 2004

IV. OLD BUSINESS
   A. Establish New Classification of Athletic and Pool Custodian, Range 23, AFT Salary Schedule, Open Recruitment, Second Reading and Approval

V. NEW BUSINESS
   A. Submitted for Approval, Field of Competition for Calendar Year 2004 (No Changes Proposed)
   B. Establish New Classification of Instructional Aide - Careers in Childcare, Range 16, AFT Salary Schedule, Open Recruitment, First Reading
   C. Establish New Classification of Job Development Manager, Range 12, Management Team Salary Schedule, Open Recruitment, First Reading
   D. Establish New Classification of CalWORKS Resource and Referral Specialist, Range 30, AFT Salary Schedule, Open Recruitment, First Reading
   E. Establish New Classification of GAIN/GROW Assessment Coordinator, Range 33, AFT Salary Schedule, Open Recruitment, First Reading
   F. Eligibility Lists for Instructional Aide - Life Science, Payroll Technician

VI. INFORMATION ITEMS
A. Request by Employee to Review Career Development Technician Classification

B. Job announcements, closing dates in parentheses: Instructional Aide - Foster and Kinship Care Education Program (1/21/04)

C. Next meeting is scheduled for 5 p.m., on February 9, 2004, Dyer Hall, PCC

VII. COMMENTS FROM STAFF

VIII. COMMENTS FROM PERSONNEL COMMISSIONERS

IX. COMMENTS FROM THOSE IN ATTENDANCE -- In accordance with the provisions of the Brown Act, this is an opportunity for those in attendance to address the Personnel Commission on matters concerning the Classified Service. This is the time to speak and be heard and to share comments with the Personnel Commission and the Commissioners to listen. Therefore, individuals should not expect the Commission to take action on individual comments. A particular position should not be inferred if there are no Commissioners’ comments during this time.

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability who requires reasonable accommodation to participate in a Personnel Commission meeting, may request assistance by contacting the Personnel Commission's Office, 4901 E. Carson Street, Long Beach, CA 90808, telephone number 562/938-4371, fax number 562/938-4364.
Career Development Technician