AGENDA
June 7, 2010 – Regular Meeting
Board Room, Building T, Liberal Arts Campus

Closed Session: 4:30 p.m., Board Conference Room, Building T
Open Session: 5:00 p.m., Board Room, Building T

I. CLOSED SESSION - Pursuant to Section 54957, California Government Code. Discuss appointment, employment, discipline or dismissal of public employees.

II. CALL TO ORDER/PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES - Regular meeting of May 10, 2010

IV. OLD BUSINESS - None

V. NEW BUSINESS
A. Approval of Eligibility Lists
   - Grants Accounting Technician (#10-022P); Grants Assistant III (#10-026P)

VI. INFORMATION ITEMS
A. Next Meeting
   The next regular meeting of the Personnel Commission is scheduled on Monday, June 21, 2010 at 5:00 p.m. in the Multipurpose Room, T1200, Building T, Liberal Arts Campus (LAC).

VII. COMMENTS FROM THE STAFF

VIII. COMMENTS FROM PERSONNEL COMMISSIONERS

IX. COMMENTS FROM THOSE IN ATTENDANCE

X. ADJOURNMENT
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 Annalisa Iglesias, Office of the Personnel Commission, Human Resources at (562) 938-4371. Thank you.
CALL TO ORDER
Richard Gaylord called the regular session to order at 5:17 p.m.

PLEDGE OF ALLEGIANCE
Mr. Gaylord asked Annalisa Iglesias, Sr. Administrative Assistant to the Personnel Commission, to lead the audience in the Pledge of Allegiance.

CLOSED SESSION
Pursuant to Section 54957 of the California Government Code, discussed appointment, employment, discipline or dismissal of public employees. No action was taken during closed session.

ROLL CALL
Commissioners Richard Gaylord, Jeannine McManigal-Ball, and Darwin Thorpe were present.

APPROVAL OF MINUTES
Motion to approve the minutes of the April 26, 2010 meeting made by Ms. McManigal-Ball; seconded by Mr. Thorpe.
Motion carried 3/0.

OLD BUSINESS
Adoption of Budget – Annual Budget of Personnel Commission, Fiscal Year 2010-2011
Julie Kossick, Director of Human Resources, submitted for adoption the Personnel Commission budget for fiscal year 2010-2011. A public hearing was held at the April 26, 2010 meeting to give the public and organizations the opportunity to express their views and opinions. The budget will be presented to the Board of Education on May 25, 2010 for concurrence.
Motion to adopt the Personnel Commission budget for fiscal year 2010-2011 made by Ms. McManigal-Ball; seconded by Mr. Thorpe.
Motion carried 3/0.

Establishment of a New Classification – Administrative Support Manager - ERD
Ms. Kossick submitted for second reading and approval a new classification for Administrative Support Manager – ERD. It was recommended that this classification be placed on the Management Team Salary Schedule, 2009-2010, Range 10.
Motion to approve made by Ms. McManigal-Ball, seconded by Mr. Thorpe.
Motion carried 3/0.

NEW BUSINESS
Adoption of Resolution – Classified School Employee Week, May 16 through May 22, 2010.
Motion to approve made by Ms. McManigal-Ball, seconded by Mr. Thorpe.
Motion carried 3/0.

Request for Working Out-of-Class Extension – Lead Custodian
Ms. Kossick submitted for approval an extension of a working out-of-class assignment for Edward Lang, Custodian, to fill the vacant position of Lead Custodian through July 2, 2010. Ms. Kossick explained that approval of this out-of-class assignment request will provide work continuity in the Facilities Department until a
determination is made to fill the position.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 3/0.

INFORMATIONAL ITEMS
Next Meeting

Ms. Kossick announced that the next regular meeting of the Personnel Commission will be held on Monday, May 24, 2010 at 5:00 p.m. in FF107, Dyer Room, at the Pacific Coast Campus (PCC).

COMMENTS FROM THE STAFF

None.

COMMENTS FROM THE COMMISSIONERS

Mr. Thorpe shared information from the Personnel Commission Association of Southern California (PCASC) meeting he attended on April 28, 2010.

COMMENTS FROM THE AUDIENCE

Jonathan Eckman, Custodial Supervisor, addressed the Commission and gave his perspective on the importance of filling the vacant Lead Custodian position. Mr. Eckman introduced Edward Lang, Custodian, and said he hoped recruitment for the classification would begin in July.

ADJOURNMENT

Mr. Gaylord adjourned the meeting at 5:38 p.m.
GRANTS ACCOUNTING TECHNICIAN #10-022P
PROMOTIONAL EXAMINATION

Approved by Personnel Commission Date: June 7, 2010
Expiration Date: December 7, 2010

Number of Promotional Candidates: 5
Number of Promotional Candidates Tested: 5
Number of Promotional Qualified Candidates: 2

Panelists:
Michelle King  SBDC Director, SMC
Mike Daniel  LBCC
Grants Accounting Technician
Number of Applicants by Race and Sex

<table>
<thead>
<tr>
<th>SEX</th>
<th>WHITE</th>
<th>BLACK</th>
<th>HISPAN</th>
<th>ASIAN</th>
<th>NATAM</th>
<th>GROUP1</th>
<th>GROUP2</th>
<th>UNKNOWN</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Female</td>
<td>4</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Unknown</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RC TOTAL</td>
<td>4</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
</tr>
</tbody>
</table>

Percent of Row Total

<table>
<thead>
<tr>
<th>SEX</th>
<th>WHITE</th>
<th>BLACK</th>
<th>HISPAN</th>
<th>ASIAN</th>
<th>NATAM</th>
<th>GROUP1</th>
<th>GROUP2</th>
<th>UNKNOWN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Female</td>
<td>100.00</td>
<td>0</td>
<td>100.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Unknown</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RC TOTAL</td>
<td>80.00</td>
<td>0</td>
<td>20.00</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Number of Candidates: 5
Number Tested: 5
Number Qualified: 2
GRANT ASSISTANT III #10-026P
PROMOTIONAL EXAMINATION

Approved by Personnel Commission Date: June 7, 2010
Expiration Date: December 7, 2010

Number of Promotional Candidates: 11
Number of Promotional Candidates Tested: 11
Number of Promotional Qualified Candidates: 8

Panelists:
Rachel Sanchez LBCC
Israel Serna LBCC
Grant Assistant III
Number of Applicants by Race and Sex

<table>
<thead>
<tr>
<th>SEX</th>
<th>WHITE</th>
<th>BLACK</th>
<th>HISPAN</th>
<th>ASIAN</th>
<th>NATAM</th>
<th>GROUP1</th>
<th>GROUP2</th>
<th>UNKNOWN</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Female</td>
<td>4</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Unknown</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RC TOTAL</td>
<td>4</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>11</td>
</tr>
</tbody>
</table>

Percent of Row Total

<table>
<thead>
<tr>
<th>SEX</th>
<th>WHITE</th>
<th>BLACK</th>
<th>HISPAN</th>
<th>ASIAN</th>
<th>NATAM</th>
<th>GROUP1</th>
<th>GROUP2</th>
<th>UNKNOWN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>33.33</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Female</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>66.67</td>
<td>100.00</td>
<td>100.00</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Unknown</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>100.00</td>
<td>100.00</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>RC TOTAL</td>
<td>36.36</td>
<td>9.09</td>
<td>9.09</td>
<td>27.27</td>
<td>9.09</td>
<td>9.09</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Number of Candidates: 11
Number Tested: 11
Number Qualified: 8