CLOSED SESSION
Pursuant to Section 54957, CA Govt. Code, discussed appointment, employment, discipline or dismissal of public employees. No decisions were made in closed session.

REGULAR SESSION
Mr. Gaylord called the regular session to order at 5:00 p.m. He led the audience in the pledge of allegiance.

ROLL CALL
Personnel Commissioners Mr. Gaylord, Ms. Carlin and Mr. McManus were present.

APPROVAL OF MINUTES
None.

OLD BUSINESS
None.

NEW BUSINESS
None.

INFORMATION ITEMS
Mr. Tortarolo welcomed the evening’s presenters and asked they introduce themselves to the Commission.

Classification & Compensation Study Presentations
Ms. Sheila Forsberg, Principal Consultant of Johnson & Associates, described their firm’s experience with the public sector and noted their history with community college districts. She outlined their approach to conducting classification/compensation studies, wherein she emphasized the firm’s collaborative approach and noted their tailored classification and compensation plans. She stated that Johnson & Associates would be available for implementation of study results and post study technical assistance.

Mr. Gaylord questioned if the firm’s location in Sacramento would present a challenge in conducting the study. Ms. Forsberg replied she did not believe it would be a factor, as flights are readily available and much of the relevant information can be communicated by e-mail. She urged
the Commission to inquire with other area clients on this issue.

Mr. McManus asked if implementation of study results was a significant amount of Johnson & Associates’ cost estimates. Ms. Forsberg responded implementation was not a large portion of their budget.

Mr. Tortarolo noted that Johnson & Associates did not list any previous merit district clients. Mr. Tortarolo asked Ms. Forsberg to outline their firm’s appeal procedures and asked if their bid included second level appeals. Ms. Forsberg remarked that with classification appeals, the firm would provide information and clarification on their recommendation. She noted that Johnson & Associates’ bid not include second level appeals, as second level appeals were an unknown factor.

Mr. Gaylord thanked Ms. Forsberg for her presentation.

Mr. Allan Crecelius, President of Reward Strategy Group, gave a brief overview of the firm’s history and previous clients. He outlined their study objectives and identified study team members. He remarked on the advantages Reward Strategy Group would bring to the study; i.e., a senior, experienced staff, a methodology and successful track record with classification and compensation studies, and stability for a three-year project.

Mr. Tortarolo requested Mr. Crecelius describe how their firm handles appeals and if second level appeals were included in their bid. Ms. Sandra Comrie, Executive Director of Reward Strategy Group, explained the firm’s appeals procedures. Mr. Crecelius noted second level appeals were included in the bid, and emphasized they would work with the Personnel Commission to provide whatever necessary for a successful study outcome.

Mr. Gaylord thanked Mr. Crecelius and Ms. Comrie for their presentation.

Mr. William Ewing, President of Ewing Consulting Services, introduced their firm noting their 25 years of experience, with 80% devoted to the education industry. He remarked on the firm’s clients, highlighting their association with 40 merit districts and past history with Long Beach City College. He outlined their study plan, noting the use of an advisory committee. He elaborated on the process used for appeals, remarking that their studies usually have a low number of appeals.

Ms. Carlin questioned if Mr. Ewing was aware of the union and employee issues with their firm’s previous study. Mr. Ewing stated he was not aware of issues with the previous study and would research his records on
the matter. He explained his firm’s current process is somewhat different than the process used during the last study, which he recalled was in 1983 or 1984.

Mr. McManus asked how Ewing Consulting would establish a separate salary schedule, if requested to do so, for technology-related classes. Mr. Ewing responded that he did not ordinarily recommend a separate salary schedule for one class series because it might establish a precedent for separate treatment of other series, affecting internal equity. Mr. Ewing also noted the difficulty in obtaining salary data from private corporations, as their data is considered proprietary.

Mr. Tortarolo requested Mr. Ewing identify the agency members who would be responsible for conducting the study. Mr. Ewing stated that BJ Ewing would oversee the project and Keith Peters and Michelle Stoddard would be team consultants.

Mr. Gaylord thanked all the presenters on behalf of the Commission and informed them they would be notified of their decision.

Next Meeting

Mr. Tortarolo announced the next meeting is scheduled for March 7, 2005 at 5:00 p.m., in the boardroom, Building I, LAC

Mr. Tortarolo thanked the all three consulting groups for their presentations. He also expressed special thanks to Ms. Denise Spencer Watkins, Director of Contracting & Procurement, for her work on the project and Ms. Georgiana Mejia-Gaytan, Human Resources Assistant, for volunteering and assisting with meeting logistics.

COMMENTS FROM THE STAFF

None.

COMMENTS FROM THE COMMISSIONERS

None.

COMMENTS FROM THE AUDIENCE

Alta Costa, LBCCE AFT Vice President, stated she would be the Union’s contact person for the classification and compensation study. She remarked her questions had been answered and looked forward to working with the Commission.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6.22 p.m.