LONG BEACH COMMUNITY COLLEGE DISTRICT
LONG BEACH CITY COLLEGE

PERSONNEL COMMISSION MEETING MINUTES
March 21, 2005

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 Motion to approve the minutes of March 3, 2005 and March 7, 2005, made by Mr. McManus; seconded by Mr. Carlin. Motion carried 3/0.

OLD BUSINESS None.

NEW BUSINESS
Selection of Consultant to Perform Class Study Mr. Tortarolo announced the recommendation to select Reward Strategy Group as the consultant to perform the upcoming class study. Motion to approve, subject to Reward Strategy Group’s willingness to perform the study over a four-year period at a cost not to exceed its final quotation and satisfactory results of reference checks; made by Ms Carlin; seconded by Mr. McManus. Motion carried 3/0.

Eligibility Lists Mr. Tortarolo submitted for approval the eligibility lists for Deputy Director - Building & Grounds; EOPS Program Specialist; Instructional Assistant - Learning, Resources, Teaching Technologies; Lead Library Technician. Motion to approve made by Mr. McManus; seconded by Ms. Carlin. Motion carried 3/0.

INFORMATION ITEMS
Reclassification Request – Web Database System Administrator Mr. Tortarolo stated that the staff has reviewed the information submitted regarding the reclassification request of Web/Database System Administrator. He reported the staff found that a gradual accretion of duties may have occurred since initial appointment to the position; however, it cannot be determined to what class these duties
should be assigned and recommended this class be placed in the first phase of the upcoming class study.

**Next Meeting**

Mr. Tortarolo announced that the next meeting scheduled for April 4, 2005 is rescheduled to April 13, 2005 at 5:00 p.m. in the Board Room, Building I, LAC.

**Job Announcements**

Mr. Tortarolo announced the following active recruitments in the Classified Service (closing date in parentheses): Web Coordinator – Instructional Technologies & Distance Learning (3/30/05); Associate Director Financial Aid – PCC Campus (4/8/05).

**COMMENTS FROM THE STAFF**

Mr. Tortarolo recommended, due to the Commission’s selection of the consultant for the upcoming class study, that all future individual reclassification requests be deferred to the phase of the study for which they have already been scheduled.

**COMMENTS FROM THE COMMISSIONERS**

None.

**COMMENTS FROM THE AUDIENCE**

Jonathan Eckman, LBCCE AFT President, conveyed to the Commission a Union concern regarding the vacancy of an Accounting Technician I position, which has been recruited and filled with Accounting Technician II classification. After some discussion on this issue, the Commission directed the department head be invited to the next scheduled meeting to provide the Commission with background information and input on this matter.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:16 p.m.