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 May 16, 2005, made by Ms. Carlin; seconded by Mr. McManus.  Motion carried 3/0.

OLD BUSINESS  None.

NEW BUSINESS  Mr. Tortarolo submitted a request for transfer to a closely related class, from Instructional Associate I to Instructional Assistant. Mr. Tortarolo stated that reviews of the classifications were found to be closely related, and therefore recommended approval. Motion to approve made by Mr. McManus; seconded by Ms. Carlin.  Motion carried 3/0.

Revision to Rule 7.2  Mr. Tortarolo submitted, for second reading and approval, a revision of Rule 7.2 of the Rules and Regulations of the Classified Service. Motion made by Ms. Carlin; seconded by Mr. McManus.  Motion carried 3/0.

Resolution Regarding Rule 3.2.G  Mr. Tortarolo submitted a resolution regarding future administration of Rule 3.2.G. Before approval of the resolution, Ms. Carlin and Mr. McManus requested amendments to the resolution. Motion to approve resolution, with requested amendments, made by Mr. McManus; seconded by Ms. Carlin.  Motion carried 3/0.

Mr. Jonathan Eckman, LBCCE AFT President, expressed the Union’s
appreciation to the Commission regarding their investigation and efforts in this matter. Mr. Eckman communicated the Union’s proposal of discipline of staff members responsible in the matter. The Commission conveyed that it is not their function, nor do they have authority, to administer discipline of employees. After further discussion, Mr. Eckman stated he would address the matter further at conclusion of the meeting.

Request to Work Out of Class

Mr. Tortarolo submitted for approval a request to work out of class for a period of 90 calendar days. He stated that the position has had several unsuccessful recruitments and noted that the position is scheduled to be in the first phase of the upcoming class study, which is anticipated to support a successful recruitment of the position. Motion to approve made by Mr. McManus; seconded by Ms. Carlin. Motion carried 3/0.

Ms. Carlin conveyed her reluctance in approving the working out of class assignment, expressing she would not be favorable approving beyond 90 days. She recommended that the District be notified regarding this issue in order to achieve a permanent resolution on the matter.

Mr. Tortarolo stated he would inform the District and conveyed that the employee’s supervisor was duly notified, as she is present at tonight’s meeting.

Eligibility Lists

Mr. Tortarolo submitted for approval the eligibility list for Accountant; Director of Risk Services; Manager, International Students; Research Analyst. Motion to approve made by Mr. McManus; seconded by Ms. Carlin. Motion carried 3/0.

INFORMATION ITEMS

Job Announcements

Mr. Tortarolo announced the following active recruitments in the Classified Service (closing date in parentheses): Instructional Aide-Food Laboratory (6/6/05); EOPS Support Specialist (6/9/05); Child Development Site Supervisor (6/13/05); Human Resources Specialist (6/17/05); Library Assistant–45%, 11 month– 3 positions (6/17/05).

Next Meeting

Mr. Tortarolo announced that the next meeting is scheduled for June 20, 2005, at 5:00 p.m. in the Board Room, Building I, LAC.

COMMENTS FROM THE STAFF

None.
COMMENTS FROM THE COMMISSIONERS

Mr. Gaylord stated he would be absent from the next scheduled meeting.

COMMENTS FROM THE AUDIENCE

Jonathan Eckman, LBCCE AFT President, conveyed the Union’s appreciation regarding the Commission’s prompt and serious attention of the Accounting Technician matter. He stated the Union’s concern that the misconduct involved in the matter needs to be addressed. After further discussion on the matter, the Commission recommended the Union formally address their concerns on the matter by submitting written notification to the Commission and the District.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:27 p.m.