REGULAR SESSION

Mr. Gaylord called the regular session to order at 5:01 p.m. He led 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

Personnel Commissioners, Mr. Gaylord, Mrs. McManigal-Ball, and Mr. Thorpe were present.

APPROVAL OF MINUTES

Motion to approve the minutes of July 16, 2007, and July 25, 2007, made by Mrs McManigal-Ball; seconded by Mr. Thorpe. Motion carried 3/0.

CLOSED SESSION REPORT

Ms. Kossick reported the determinations made by the Commission for the Phase II appeals of the classification study.

OLD BUSINESS

Establishment of a New Classification – Bursar – Second Reading and Approval

Ms. Kossick submitted for second reading and approval a new classification of Bursar, Management Team Salary Schedule, Range 12. Motion to approve made by Mrs. McManigal-Ball, with the condition that the position not be flown until September 20th or later; seconded by Mr. Thorpe. Motion carried 3/0.

Establishment of a New Classification – Human Resources Manager, Academic – Second Reading and Approval

Ms. Kossick submitted for second reading and approval a new classification of Human Resources Manager - Academic, Management Team Salary Schedule, Range 15. Motion to approve made by Mr. Thorpe; seconded by Mrs. McManigal-Ball. Motion carried 3/0.

Establishment of a New Classification – Public Relations Coordinator – Second Reading and Approval

Ms. Kossick submitted for second reading and approval a new classification of Public Relations Coordinator, AFT Salary Schedule, Range 36. Motion to approve made by Mrs. McManigal-Ball; seconded by Mr. Thorpe. Motion carried 3/0.

NEW BUSINESS

Establishment of a New Classification – Energy Management Coordinator – First Reading

Ms. Kossick submitted for first reading a new classification of Energy Management Coordinator, AFT Bargaining Unit Salary Schedule, Range 41. The item will return on a future agenda for second reading and approval.
Establishment of a New Classification – Foster & Kinship Care Education (FKCE) Educational Specialist – First Reading

Ms. Kossick submitted for first reading a new classification of Foster & Kinship Care Education (FKCE) Educational Specialist, AFT Bargaining Unit Salary Schedule, Range 28, for first reading. The item will return on a future agenda for second reading and approval.

Revision of Class Specification – Stadium Manager – First Reading

Ms. Kossick submitted for first reading and approval a new classification of Stadium Manager, Management Salary Schedule, Range 16, for first reading. The item will return on a future agenda for second reading and approval.

Reinstatement of Class Specification – Purchasing Clerk

Ms. Kossick submitted for approval the reinstatement of the class specification for Purchasing Clerk, AFT Salary Schedule, Range 22. Ms. Alta Costa, president of AFT, and Duane Lowe, director of Fiscal Operations, spoke to the item. The item was withdrawn for further review.

Reinstatement of Class Specification – Good Beginnings Never End Program Specialist

Ms. Kossick submitted for approval the reinstatement of the class specification for Good Beginnings Never End Program Specialist, AFT Salary Schedule, Range 35. Motion to approve made by Mrs. McManigal-Ball; seconded by Mr. Thorpe. Motion carried 3/0.

Reinstatement of Class Specification – Maintenance Supervisor

Ms. Kossick submitted for approval the reinstatement of the class specification for Maintenance Supervisor, Management Team Salary Schedule, Range 12. Ms. Alta Costa, president of AFT, spoke to the item. Motion to approve made by Mrs. McManigal-Ball; seconded by Mr. Thorpe. Motion carried 3/0.

Increase in Assignment – Instructional Assistant, LRTT

Ms. Kossick submitted for approval an increase in assignment for Instructional Assistant, LRTT, from a 10 month position to a 12 month position. Motion to approve made by Mrs. McManigal-Ball; seconded by Mr. Thorpe. Alta Costa, president of AFT, spoke to the item. Motion carried 3/0.

Increase in Assignment – Instructional Associate I, LRTT

Ms. Kossick submitted for approval an increase in assignment for Instructional Associate I, LRTT from a 10 month position to a 12 month position. Motion to approve made by Mrs. McManigal-Ball; seconded by Mr. Thorpe. Motion carried 3/0.
Approval of Eligibility Lists
Ms. Kossick submitted for approval the eligibility lists for Library Technician II and Human Resources Technician. Motion to approve made by Mrs. McManigal-Ball. Motion carried 3/0.

INFORMATIONAL ITEMS
Next Meeting
Ms. Kossick announced that the next meeting is scheduled for September 10, 2007, at 5:00 p.m., Board Room, Building I, LAC.

COMMENTS FROM THE STAFF
Ms. Kossick thanked the Commission for doing such a great job on the appeals. Additionally, she reported that Phase III is entering the reconsideration stage. Human Resources is looking forward in finalizing the entire reclassification study and submitting hierarchy and salary recommendations to the Personnel Commission.

COMMENTS FROM THE COMMISSIONERS
Mrs. McManigal-Ball complimented the appellants for doing such a phenomenal job. She also shared on how much she enjoyed attending College Day. She sat in at the classified employees’ meeting and felt that it was very healthy and positive and a great way to disseminate information.

Mr. Thorpe agreed with Mrs. McManigal-Ball’s comments regarding the appeals. He said that even though not all appeals were granted, the Personnel Commission is well aware of the increase in work loads, and will make sure that the upcoming salary schedule study is done right.

COMMENTS FROM THE AUDIENCE
None.

ADJOURNMENT
There being no further business, the meeting was adjourned at 5:28 p.m.