MINUTES: MAY 6, 2010
Room T1046, Building T, LAC, 5:00 p.m.

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.

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.

NEW BUSINESS
Adoption of Resolution – Classified School Employee Week, May 16 through May 22, 2010.

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.

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
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.