CALL TO ORDER
Commissioner Jeannine McManigal-Ball, Chairperson, called the regular session to order at 5:03 p.m.

PLEDGE OF ALLEGIANCE
Ms. McManigal-Ball 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 February 8, 2011 meeting made by Mr. Thorpe; seconded by Mr. Gaylord.

OLD BUSINESS
Program Manager, Advanced Transportation and Security Technology, Second Reading
Julie Kossick, Director of Human Resources, recommended for second reading a new classification for Program Manager, Advanced Transportation and Security Technology. If approved, this classification will be placed on the Management Team Salary Schedule 2009-2010 at Range 15. It was further recommended that the classification be placed as “open” in the Field of Competition for the reason that all new or reclassified positions will be announced as “open” for the initial recruitment in accordance with the provision of Title V. Motion to approve made by Mr. Gaylord; seconded by Mr. Thorpe.

NEW BUSINESS
Establishment of a New Classification:
Program Manager, 10000 Small Businesses, First Reading
Julie Kossick, Director of Human Resources, recommended for first reading a new classification for Program Manager, 10000 Small Businesses. Ms. Kossick introduced Sheneui Weber, Executive Director of Economic Development and said she was present to answer questions. This item will return on a future agenda for second reading and approval.

Retirement of Classifications, Second Reading
Ms. Kossick recommended the retirement of the following classifications from the classified service: Assessment Services Manager; Bilingual Coordinator; CalWorks Program Assistant; CalWorks Program Specialist; CalWorks Program Student Advisor; Capital Projects Manager; Child Development Grants Facilitator; College Center Attendant; Deputy Director, Bond Implementation Mgmt.; EOPS Program Manager; Fleet Services Worker; GBNE Program Specialist; Grants Accounting Technician; Graphic Designer (ITDL); Health Services Assistant; Instructional Aide, Careers in Childcare; Instructional Aide, CBIS; Instructional Aide, English; Instructional Aide, Foster Care; Instructional Design Project Coordinator; International Student Program Specialist;
Maintenance Supervisor; Manager, Student Life; Operations & Maintenance Supervisor; Plant Manager I; Sr. Human Resources Analyst, Academic; Sr. Studies Program Manager; Stadium Assistant; Student Center Facilitator; Student Support Services Specialist; and Supplemental Instruction Program Coordinator. Ms. Kossick requested the removal of Instructional Specialist Coordinator and reminded the Commission that at the previous meeting, EOPS Program Manager had also been removed from the list. Motion to approve, with amendments, made by Mr. Thorpe; seconded by Mr. Gaylord.

Revised Class Specification

Ms. Kossick recommended for first reading a revised class specification for Program Director, SBDC. Ms. Kossick reviewed the changes with the Commission and reminded them that Ms. Weber was in the audience to answer questions. This item will return on a future agenda for second reading.

No motion.

INFORMATIONAL ITEMS

Next Meeting

Ms. McManigal-Ball announced that the next regular meeting of the Personnel Commission would be held on Monday, March 14, 2011, at 5:00 p.m., in the Board Room, Building T, at the Liberal Arts Campus.

COMMENTS FROM THE STAFF

Annalisa Iglesias, Sr. Administrative Assistant to the Personnel Commission, gave her regrets, on behalf of Alta Costa, LBCCE/AFT President, for not being able to attend the meeting.

COMMENTS FROM THE COMMISSIONERS

Mr. Thorpe thanked and congratulated his fellow Commissioners for doing such a great job during his absence. Ms. McManigal-Ball and Mr. Gaylord said he was greatly missed and were glad to have him back.

COMMENTS FROM THE AUDIENCE

None.

ADJOURNMENT

Ms. McManigal-Ball adjourned the meeting at 5:12 pm