CALL TO ORDER
Commissioner Darwin Thorpe called the regular session to order at 5:06 p.m.

PLEDGE OF ALLEGIANCE
Mr. Thorpe asked Annalisa Iglesias, Sr. Administrative Assistant, 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 Jeannine McManigal-Ball and Darwin Thorpe were present. Richard Gaylord was not in attendance.

APPROVAL OF MINUTES
Motion to approve the minutes of the June 25, 2012 meeting made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

OLD BUSINESS
Establishment of a New Classification
Instructional Lab Support Assistant, Second Reading
Ms. Kossick recommended for second reading and approval an establishment of a new classification for Instructional Lab Support Assistant.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

NEW BUSINESS
Request to Transfer to a Related Class
Educational Technologist II to Multimedia Services Technician (L. Heber)
Ms. Kossick recommended for approval a request from Leslie Heber to transfer to a related classification from Educational Technologist II to Multimedia Services Technician. Ms. Heber has been employed by LBCC since April 2001, and has held the positions of Data Software Technician and Educational Technologist II.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

Increase in Assignment
Library Technician II (C. Cao)
Ms. Kossick recommended for approval an increase in assignment for the position of Library Technician II from 45% to 90%. Ms. Cao has the greatest seniority and has an
Eligibility List
Program Director, 10,000 Small Businesses
(#12-024)

Ms. Kossick recommended for approval an eligibility list for Program Director, 10,000 Small Businesses.

Motion to approve made by Mr. Thorpe; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

INFORMATIONAL ITEMS
Next Meeting

Mr. Thorpe announced that the next regular meeting of the Personnel Commission would be held on Tuesday, July 24, 2012, at 5:00 p.m. in T1100, Building T, at the Liberal Arts Campus.

COMMENTS FROM THE STAFF

Ms. Kossick reminded the Commission that the implementation of layoffs had become effective on July 1, 2012. She said the District would be offering trainings to help those employees who have moved into new positions. She explained that budget, purchasing, and timekeeping are some of the topics being covered.

Ms. Iglesias made a correction to the agenda. She clarified that the next meeting would be held in T1046 and not in T1100. She explained that the room location needed to be changed because the next Personnel Commission meeting had been scheduled on a Tuesday, conflicting with the Board meeting. She also thanked Georgiana Mejia-Gaytan, HR Technician, for helping with the Personnel Commission agenda packet.

COMMENTS FROM THE COMMISSIONERS

None.

COMMENTS FROM THE AUDIENCE

None.

ADJOURNMENT

Mr. Thorpe adjourned the meeting at 5:17 p.m.