CALL TO ORDER

Commissioner Darwin Thorpe called the regular session to order at 5:08 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Thorpe 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

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 August 20, 2012 meeting made by Ms. McManigal-Ball; seconded by Mr. Thorpe.

Motion carried 2/0.

OLD BUSINESS

NEW BUSINESS

Establishment of a New Classification
American Language and Cultural Institute (ALCI) Coordinator
Director, Student Relations
Executive Director, Economic Partnership Development
Outreach Assistant
Scholarship Specialist
TRIO (Disabled Student Support Services) Supervisor
Upward Bound Program Supervisor

Julie Kossick, Director of Human Resources, recommended for first reading an establishment of a new classification for American Language and Cultural Institute (ALCI) Coordinator; Director, Student Relations; Executive Director, Economic Partnership Development; Outreach Assistant; Scholarship Specialist; TRIO (Disabled Student Support Services) Supervisor; and Upward Bound Program Supervisor.

These items will return on a future agenda for second reading and approval.

Ms. Kossick informed the Commission that the hiring authorities for the listed classifications were present to answer questions.

Gregory Peterson, Vice President of Student Support Services, clarified that the Scholarship Specialist classification is structured to serve the Foundation.

Margaret Antonio-Palomares, Director of Upward Bound, requested that few additions be made to the Upward Bound Program Supervisor classification specification. She read her recommendations to the Commission and submitted her request in writing.

No motion.
Ms. Kossick recommended for first reading a revised class specification for Director, Workforce Development.

Sheneui Weber, Executive Director of Economic Development, explained that revisions needed to be made to the existing classification specification due to changes that have occurred over time as part of the reorganization process. She said that the revised classification would more appropriately reflect the responsibilities in the Workforce Development area as a result of consolidation.

This item will return on a future agenda for second reading and approval.

*No motion.*

**INFORMATIONAL ITEMS**

Next Meeting

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

**COMMENTS FROM THE STAFF**

Ms. Kossick reported on the District’s imminent and potential budget cuts. She also gave an overview on the impact the discontinuance of some educational programs will have on classified staff.

**COMMENTS FROM THE COMMISSIONERS**

None.

**COMMENTS FROM THOSE IN ATTENDANCE**

None.

**ADJOURNMENT**

Mr. Thorpe adjourned the meeting at 5:27 p.m.