CALL TO ORDER
Ms. McManigal-Ball called the regular session to order at 5:10 p.m.

ROLL CALL
Commissioners Jeannine McManigal-Ball and Jacqueline Wilvers were present. Richard Gaylord was not in attendance.

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.

PLEDGE OF ALLEGIANCE
Ms. McManigal-Ball asked Ms. Wilvers to lead the audience in the Pledge of Allegiance.

APPROVAL OF MINUTES
Julie Kossick, Director of Human Resources, informed the Commission that the minutes of the December 16, 2013 meeting would return on the next agenda for approval.

PUBLIC COMMENTS ON AGENDA ITEMS
Ms. McManigal-Ball asked that members of the public, who submitted a request, come forth to the podium and comment on items listed on the agenda prior to Personnel Commission action. She reminded speakers of the five (5) minute time limit, with a maximum of twenty (20) minutes for each subject, unless extended by the Chairperson.

OLD BUSINESS
Establishment of a New Classification – Second Reading
CAED Research Analyst
Ms. Kossick, Director of Human Resources, submitted for second reading and approval, an establishment of a new classification for CAED Research Analyst. This classification will be placed on the 2013-2014 AFT Salary Schedule at Range 36.

Anne Engel, AFT Representative, spoke to this item.

Sheneui Weber, Executive Director of Economic Development was present to answer questions.

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

Motion carried 2/0.

NEW BUSINESS
Eligibility List
Accounting Technician II (#14-020)
Ms. Kossick submitted for approval an eligibility list for Accounting Technician II (#14-020).

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

Motion carried 2/0.

Business Systems Analyst II (#14-016)

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

Motion carried 2/0.
Instructional Assistant, Language Arts (#14-018)  Ms. Kossick submitted for approval an eligibility list for Instructional Assistant, Language Arts (#14-018).

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

Motion carried 2/0.


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

Motion carried 2/0.

INFORMATIONAL ITEMS

Next Meeting  Ms. McManigal-Ball announced that the next meeting would be held on Monday, January 27, 2014 at 5:00 p.m. in the Dyer Assembly Hall, FF107, at the Pacific Coast Campus.

PUBLIC COMMENTS ON NON-AGENDA ITEMS  Members of the public were given the opportunity to address the Personnel Commission on general matters within Personnel Commission jurisdiction.

Roberta Maroney requested that the Personnel Commission review the circumstances of her probationary release.

Cathy Doles, Admissions and Records Technician II; Ericka Gutierrez, Veterans and Financial Aid Advisor; Christine Tran, Admissions and Records Technician II; and Judith Quilaton, Records Specialist spoke in support of Ms. Maroney.

COMMENTS FROM THE STAFF  None.

COMMENTS FROM THE COMMISSIONERS  None.

MERIT SYSTEM TRAINING  George H. Cole, Executive Director of CSPCA gave a presentation and training on the roles and responsibilities of the Board of Trustees, Personnel Commission, Superintendent, and Director of Human Resources.

ADJOURNMENT  Ms. McManigal-Ball adjourned the meeting 7:34 p.m.