<table>
<thead>
<tr>
<th>CALL TO ORDER</th>
<th>Commissioner McManigal-Ball called the regular session to order at 5:15 p.m.</th>
</tr>
</thead>
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<tr>
<td>ROLL CALL</td>
<td>Commissioners Richard Gaylord, Jeannine McManigal-Ball, and Jacqueline Wilvers were present.</td>
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<tr>
<td>CLOSED SESSION</td>
<td>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.</td>
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<tr>
<td>PLEDGE OF ALLEGIANCE</td>
<td>Commissioner McManigal-Ball asked Commissioner Gaylord to lead the audience in the Pledge of Allegiance.</td>
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<tr>
<td>APPROVAL OF MINUTES</td>
<td>Commissioner McManigal-Ball motioned that the minutes of the March 10, 2014 meeting return on the next agenda for approval; seconded by Commissioner Gaylord.</td>
</tr>
<tr>
<td>Motion carried 3/0.</td>
<td></td>
</tr>
<tr>
<td>PUBLIC COMMENTS ON AGENDA ITEMS</td>
<td>Thomas Hamilton, AFT President, spoke to Item VI.A.1 and Item VI.A.2.</td>
</tr>
<tr>
<td>OLD BUSINESS</td>
<td>Julie Kossick, Director of Human Resources, submitted for second reading and approval an establishment of a new classification for Human Resources Analyst. This classification will be placed on the Management Team Salary Schedule at Range 12.</td>
</tr>
<tr>
<td>Motion to approve made by Commissioner McManigal-Ball; seconded by Commissioner Gaylord. Commissioner Wilvers abstained because of the process, not the classification.</td>
<td></td>
</tr>
<tr>
<td>Aye: 2 (Gaylord;McManigal-Ball)  Nay: 0  Abstention: 1 (Wilvers)</td>
<td></td>
</tr>
<tr>
<td>Motion carried 2/0.</td>
<td></td>
</tr>
<tr>
<td>OLD BUSINESS</td>
<td>Julie Kossick, Director of Human Resources, submitted for second reading and approval an establishment of a new classification for Human Resources Business Systems Analyst. This classification will be placed on the Management Team Salary Schedule at Range 12.</td>
</tr>
<tr>
<td>Motion to approve made by Commissioner McManigal-Ball; seconded by Commissioner Gaylord. Commissioner Wilvers abstained because of the process, not the classification.</td>
<td></td>
</tr>
<tr>
<td>Aye: 2 (Gaylord;McManigal-Ball)  Nay: 0  Abstention: 1 (Wilvers)</td>
<td></td>
</tr>
<tr>
<td>Motion carried 2/0.</td>
<td></td>
</tr>
</tbody>
</table>
NEW BUSINESS
Establishment of a New Classification, First Reading
10,000 Small Businesses Regional Executive Director

Julie Kossick, Director of Human Resources, submitted for first reading an establishment of a new classification for 10,000 Small Businesses Regional Executive Director. If approved, this classification will be placed on the Management Team Salary Schedule at Range 19.

Commissioner Wilvers moved that this item return on the next agenda for first reading to give the public and the Personnel Commission the opportunity to review the materials and ask questions; seconded by Commissioner Gaylord.

Aye: 2 (Gaylord; Wilvers)  Nay: 1 (McManigal-Ball)  Abstention: 0

Motion carried to bring back item as first reading 2/0.

Establishment of a New Classification, First Reading
10,000 Small Businesses Associate Director

Julie Kossick, Director of Human Resources, submitted for first reading an establishment of a new classification for 10,000 Small Businesses Associate Director. If approved, this classification will be placed on the Management Team Salary Schedule at Range 17.

Commissioner Wilvers moved that this item return on the next agenda for first reading to give the public and the Personnel Commission the opportunity to review the materials and ask questions; seconded by Commissioner Gaylord.

Aye: 2 (Gaylord; Wilvers)  Nay: 1 (McManigal-Ball)  Abstention: 0

Motion carried to bring back item as first reading 2/0.

Establishment of a New Classification, First Reading
10,000 Small Businesses Alumni Manager

Julie Kossick, Director of Human Resources, submitted for first reading an establishment of a new classification for 10,000 Small Businesses Alumni Manager. If approved, this classification will be placed on the Management Team Salary Schedule at Range 16.

Commissioner Wilvers moved that this item return on the next agenda for first reading to give the public and the Personnel Commission the opportunity to review the materials and ask questions; seconded by Commissioner Gaylord.

Aye: 2 (Gaylord; Wilvers)  Nay: 1 (McManigal-Ball)  Abstention: 0

Motion carried to bring back item as first reading 2/0.

Establishment of a New Classification, First Reading
Workforce Development Training Manager

Julie Kossick, Director of Human Resources, submitted for first reading an establishment of a new classification for Workforce Development Training Manager. If approved, this classification will be placed on the Management Team Salary Schedule at Range 15.

Commissioner Wilvers moved that this item return on the next agenda for first reading to give the public and the Personnel Commission
the opportunity to review the materials and ask questions; seconded by Commissioner Gaylord.

Aye: 2 (Gaylord; Wilvers)  Nay: 1 (McManigal-Ball)  Absent: 0

Motion carried to bring back item as first reading 2/0.

Establishment of a New Classification, First Reading
Director, School Relations and International Education

Julie Kossick, Director of Human Resources, submitted for first reading an establishment of a new classification for Director, School Relations and International Education. If approved, this classification will be placed on the Management Team Salary Schedule at Range 18.

Commissioner Wilvers moved that this item return on the next agenda for first reading to give the public and the Personnel Commission the opportunity to review the materials and ask questions; seconded by Commissioner Gaylord.

Aye: 2 (Gaylord; Wilvers)  Nay: 1 (McManigal-Ball)  Absent: 0

Motion carried to bring back item as first reading 2/0.

Revised Classification Specification, First Reading
Workforce Development Coordinator

Director Kossick submitted for approval a revised classification specification for Workforce Development Coordinator.

Commissioner Wilvers moved that this item return on the next agenda for first reading to give the public and the Personnel Commission the opportunity to review the materials and ask questions; seconded by Commissioner Gaylord.

Aye: 2 (Gaylord; Wilvers)  Nay: 1 (McManigal-Ball)  Absent: 0

Motion carried to bring back item as first reading 2/0.

Eligibility List
Outreach Assistant (#14-032)

Director Kossick submitted for approval an eligibility list for Outreach Assistant (#14-032). The list will expire on April 7, 2015.

Motion to approve made by Commissioner Gaylord; seconded by Commissioner Wilvers.

Motion carried 3/0.

DISCUSSION ITEMS
Personnel Files
Process and Procedure

Director Kossick reviewed personnel files processes and procedures.

Roberta Maroney, Senior Office Assistant, and Therese Wheeler, AFT Representative, spoke on the subject.

INFORMATIONAL ITEMS
Next Meeting

Commissioner McManigal-Ball announced that the next meeting would be held on Monday, April 21, 2014 at 5:00 p.m. in the Board Room, T1100, Building T, at the Liberal Arts Campus.
**COMMENTS FROM THE STAFF**

Director Kossick said that the Personnel Commission had received an appeal request from a former employee and a hearing officer had been secured. She also gave an update on the Personnel Commission Rules and Regulations Committee.

**COMMENTS FROM THE COMMISSIONERS**

Commissioner Wilvers thanked Annalisa Iglesias, Senior Administrative Assistant and Mayra Aguilar, Senior Multimedia Services Technician, for converting and uploading the January 27, 2014 into Drop Box.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

President Hamilton and Ms. Wheeler addressed the Commission on Personnel Commission staffing.

**ADJOURNMENT**

Commissioner McManigal-Ball adjourned the meeting 7:15 p.m.