CALL TO ORDER
Commissioner Gaylord called the regular session to order at 5:15 p.m.

PLEDGE OF ALLEGIANCE
Susan Trask, Grounds Maintenance Worker, led the Pledge of Allegiance.

ROLL CALL
Commissioners present were Richard Gaylord, Jeannine McManigal-Ball, and Jacqueline Wilvers.

APPROVAL OF MINUTES
Motion to approve the minutes of the regular meeting of April 6, 2015 made by Commissioner McManigal-Ball; seconded by Commissioner Wilvers. Motion carried 3/0.

PUBLIC HEARING ON ANNUAL BUDGET OF PERSONNEL COMMISSION FISCAL YEAR 2015-2016
The Commissioners proceeded to the public hearing on the annual budget of the Personnel Commission at 5:17 p.m. Director Hasson submitted the proposed Personnel Commission budget for the 2015-2016 fiscal year. The public was given the opportunity to express its views and opinions. Commissioner Gaylord announced that the proposed budget would return on the next agenda for adoption. The Commissioners reconvened to the regular session at 5:31 p.m.

PUBLIC COMMENTS ON AGENDA ITEMS
Anne Engel, Senior Technical Support Specialist in Instructional and Information Technology Services, indicated she appreciated the more cohesive approach from the Personnel Commission. She specified she was pleased that the notification for the public hearing on the Personnel Commission Budget went out to all the Classified employees. She indicated that she would like notifications to be sent out to all, especially important topics such as training/professional development.

OLD BUSINESS

Request to Transfer to a Related Class - Rescinded
From Administrative Assistant to Grant Assistant III

Director Hasson rescinded the request to transfer to a related class from Administrative Assistant to Grant Assistant III. She indicated the Grant Assistant III – ERD classification was not available for any non-ERD classifications.

Motion to approve made by Commissioner Wilvers; seconded by Commissioner McManigal-Ball. Motion carried 3/0.

NEW BUSINESS

Rules & Regulations - Seniority Credit
CH. 11 – Transfer of Employees, 11.1.G

Director Hasson specified no vote was necessary on this item as it was a discussion item. Director Hasson indicated that the first Rules and Regulations Committee will occur on April 28th and this specific rule will be reviewed and discussed then.


Director Hasson submitted for adoption a resolution recognizing May 17-23, 2015 as Classified School Employee Week.

Motion to approve made by Commissioner Wilvers; seconded by Commissioner McManigal-Ball. Motion carried 3/0.
Field of Competition-Revision

Director Hasson submitted for review and approval the field of competition that has been revised in partnership with the AFT leadership. Crystal McCutcheon, Interim Human Resources Manager, Classified spoke to the item.

Motion to approve made by Commissioner McManigal-Ball; seconded by Commissioner Wilvers. **Motion carried 3/0.**

Eligibility Lists

Grounds and Transportation Supervisor (#15-039)

Director Hasson submitted for review and approval the eligibility list for Grounds and Transportation Supervisor (#15-039). This list will expire on October 20, 2015.

Motion to approve made by Commissioner McManigal-Ball; seconded by Commissioner Wilvers. **Motion carried 3/0.**

Administrative Assistant (#15-044)

Director Hasson submitted for review and approval the eligibility list for Administrative Assistant (#15-044). This list will expire on April 20, 2016.

Motion to approve made by Commissioner McManigal-Ball; seconded by Commissioner Wilvers. **Motion carried 3/0.**

INFORMATIONAL ITEMS

Next Meeting

Commissioner Gaylord announced that the next meeting of the Personnel Commission will be held on Monday, May 4, 2015 at 5:15 p.m., in the Board Room, T1100, on the Liberal Arts Campus. A closed session has been scheduled at 5:00 p.m. to discuss the Director’s performance evaluation.

COMMENTS FROM THE STAFF

Dr. Hasson thanked Ms. McCutcheon, Mrs. Chretien-Shook, staff, AFT, and the unit members she had met with for their feedback. The Director commented that better decisions are made when we are inclusive.

COMMENTS FROM THE COMMISSIONERS

Commissioner Gaylord requested that the professional development/training topic be agendized when more information is ready to be presented.

Commissioner McManigal-Ball commented on the fantastic job that has been done in such a short period of time by the new people brought onboard between the budget, Rules & Regulations and field of competition. She thanked Director Hasson, Ms. McCutcheon, Mrs. Chretien-Shook and staff.

Commissioner Wilvers thanked Director Hasson for prioritizing the field of competition and for the terrific job on the budget.

Commissioner Gaylord thanked the Director for the great work and for working collaboratively.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Thomas Hamilton, LBCCE/AFT President, indicated he had been on the committee to promote the LEAD Academy. He added that career advancement had been an issue. Mr. Hamilton stated he was hopeful on the subject with Director Hasson’s leadership and guidance toward Classified enhancement and advancement.

Susan Trask, Grounds Maintenance Worker, indicated it would be appreciated if training was provided to grounds keepers on the different types of mowers.
Dr. Peterson, Vice President, Student Support Services, spoke about providing opportunities in his area via working-out-of-class assignments, which provide exposure to his employees to higher level positions and duties.

ADJOURNMENT

Commissioner Gaylord adjourned the meeting at 6:13 p.m. with the consent of the members.