

Personnel Commission Meeting Minutes

July 11, 2013 4:30pm

1. Call to Order

The meeting was called to order at 4:34pm.

2. Roll Call & Establishment of Quorum

Secretary Perez stated that the budget has been submitted to the County, but they have not yet approved it.

Personnel Commission budget has

Approved: 30

8. Consent Items

Ratification of Eligibility List

- a) Library Media Technician, Elementary
- b) Food Service Assistant
- c) Transportation Dispatcher

President Phillips requested clarification on the performance examination panel for the Transportation Dispatcher. The Personnel Coordinator stated that the candidates were given multiple tasks related to the dispatcher role. During the examination, there were two panelists who independently scored the candidates performance, and an observer from the Human Resources department. Once the scores were completed, they were collected and entered by the Human Resources department.

Approved: 30

9. Old Business

The Commission reviewed the following old business items:
Provisional and limited term opportunities for BCCE members.

Vice-Chairperson Carter requested that the Director of Classified Employees create a more defined, systematic method for allowing BCC members to sit in provisional and limited term promotional positions. President Phillips commented that the Personnel Commission is not ratifying limited term positions, as per Merit Rule 60.300.1b. President Phillips also commented that, in previous years, limited term positions were posted so that all members had the opportunity to apply for them. Chairperson Aguiar asked that this item be placed on the next agenda for continued discussion and that Personnel Commissioners suggest possible solutions for creating the requested system.

10. Information Items

Examinations Administered in the Month of July:

Transportation Dispatcher

Food Service Assistant

Vehicle & Equipment Mechanic

Library Media Technician, Elementary

Maintenance Engineer, HVAC

Instructional Specialist, Art

Workers Compensation Specialist

New Hires/New Assignments Processed in the month of July:

Richard Andrea, Accounting Technician

Tonja Warren, Food Service Satellite Operator

Erendida Sanchez, Transportation Dispatcher

11. Reports

a)

13. Public Comments (15 minute limit)

President Phillips stated that the union and the district are working together to hold informational meetings for the California Nutrition Network staff that was recently laid off.

14. Next Meeting

August 1, 2013 at 4:30pm.

15. Adjournment

Meeting adjourned at 6:52pm.

Respectfully Submitted:

Randy Perez
Secretary, Personnel Commission

Date

Approved:

Ann Aoyagi
Chairperson, Personnel Commission

Date