



AGENDA

Regular Meeting
Tuesday, December 9, 2008 – 4:15 p.m.
Board Room – District Office

AGENDA POSTED: December 5, 2008 – Personnel Commission Office Window

1.0 **CALL TO ORDER** By: _____ Time: _____

2.0 **ROLL CALL**

		PRESENT	ABSENT
Chairperson:	Audrey Cherep	_____	_____
Vice-Chairperson	Ron Costello	_____	_____
Commissioner	Speed Castillo	_____	_____
Executive Director	Victoria Wintering	_____	_____

3.0 **PLEDGE OF ALLEGIANCE**

Personnel Commission Chairperson Audrey Cherep, will lead the Pledge of Allegiance to the Flag of the United States of America.

4.0 **PUBLIC COMMENTS**

This is an opportunity for employees and community members to address the Personnel Commission on a closed session item or a non-agenda item. Comments on items that are on the agenda will be heard when the item is considered. A maximum of five minutes will be allotted to each speaker with a total of 20 minutes for each subject matter. Speakers will follow procedures specified on the *Speaker Request Form* that is available on the table at the back of the Board Room. These forms may be submitted to the secretary at any time during the meeting.

In accordance with Government Code Section 54954.3, matters not on the agenda may not be acted on by the Personnel Commission, but will be researched and responded to in any one of the following ways:

- By telephone after research, or
- By mail after research, or
- At the next regular meeting of the Personnel Commission as an agenda item.

If you wish to address the Commission, please step to the podium and identify yourself for the record.

5.0 **GENERAL FUNCTIONS**

Reference

Action

5.1 Approve the agenda as submitted or amended.

Moved by _____
 Seconded _____
 Vote _____

5.2 Approve minutes of regular meeting of November 12, 2008.

Exhibit A

Moved by _____
 Seconded _____
 Vote _____



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- 5.3 Re-appointment of Audrey Cherep as Commissioner to the Personnel Commission. Moved by_____
Seconded _____
Vote_____

- 5.4 Election of Officers of the Personnel Commission for the term of December 2008 to December 2009
 - 5.4.1 Election of Chairperson _____ Moved by_____
Seconded _____
Vote _____

 - 5.4.2 Vice-Chairperson _____ Moved by_____
Seconded _____
Vote _____

- 5.5 Communication No Action Required
 - Human Resources Assistant
 - Secretary

7.0 SELECTION PROCESS

- 7.1 List of Current Recruitments (Test Plan) **Exhibit B** No Action Required

- 7.2 Certification/ratification of eligibility lists **Exhibit C**
 - 7.2.1 Maintenance Lead Moved by_____
Seconded_____
Vote _____

 - 7.2.2 Maintenance Plumber Moved by_____
Seconded_____
Vote_____

 - 7.2.3 School Community Liaison Bilingual Moved by_____
Seconded_____
Vote_____

8.0 CLASSIFICATION AND SALARY

- 8.1 Approve job classification of Performing Arts Supervisor, at salary range 07 - Classified Management **Exhibit D** Moved by_____
Seconded _____
Vote_____

- 8.2 Reallocate John Adams from Auditorium Operations Technician to Performing Arts Supervisor. Salary Range 07 – Classified Mgmt, at his current step, Effective December 10, 2008.



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9.0 RULES AND REGULATIONS

9.1 Approve Chapter 5 of the Personnel Commission Rules

Exhibit E

Moved by _____

Seconded _____

Vote _____

9.2 Personnel Commission Rules Chapter 6, First Reading

Exhibit F

No Action Required

10.0 CHARGES AND HEARINGS

None

11.0 OTHER

11.1 Unfinished Business

No Action Required

11.2 Commissioner's Comments

No Action Required

12.0 NEXT REGULAR MEETING

Date: Tuesday, January 13, 2009

Time: 4:15 p.m.

Location Board Room

13.0 ADJOURNMENT: _____ p.m.

Moved _____

Seconded _____

Vote _____