

MINUTES OF THE REGULAR MEETING – PERSONNEL COMMISSION  
STATE CENTER COMMUNITY COLLEGE DISTRICT  
August 23, 2016

- Call to Order Ms. Freeman-Fobbs called the meeting to order at 5:30 p.m.
- Members Present Members of the Personnel Commission present were:  
Pamela Freeman-Fobbs, Chairperson  
Bradley Tahajian, Vice – Chairperson  
Tim Liermann, Commissioner
- Members of Commission staff present were:  
Elba Gomez, Director of Classified Personnel  
Christine Ferguson, HR Analyst  
Reshonda Collins, HR Specialist
- Introduction of Guests The following guests attended:  
Annette Loria, DO  
Samerah Campbell, DO  
Raul Perez, CSEA  
Jason Meyers, CSEA  
Christine Miktarian, DO  
Gregory Taylor, General Counsel  
Carol Shimer, FCC  
Alex Adams, FCC  
Mary Doyle, FCC  
Sabrina Gray, FCC  
Eleanor Bruce, FCC  
Susan Johnson, FCC  
Cheryl Sullivan, FCC  
Gerri Santos, FCC  
Jeanine Castle, FCC  
Edward Smith, Rampage  
Ramuél Ramirez, Rampage
- Public Comment Ms. Gray summarized her working out-of-classification issues and concerns.  
Ms. Gray presented a package to the commissioners and requested to be added to next month’s agenda.
- Approval of the Minutes The minutes of the July 26, 2016 Regular Meeting were presented for approval.
- Mr. Tahajian stated that “request” be changed to “requested” on page 4, paragraph 4 and page 5 paragraph 1.
- Mr. Liermann moved to approve the July 26, 2016 Regular Meeting minutes as amended. Mr. Tahajian seconded the motion, and it carried unanimously.
- The motion passed as follows:  
Ayes – Ms. Freeman-Fobbs, Mr. Tahajian, and Mr. Liermann  
Noes – 0

Information Items

1. Year End Budget Report Ms. Gomez presented the budget report for the 2015-2016 fiscal year. No update/response on roll-over funds.
2. Employees Working Out-of-Classification Ms. Gomez provided an updated report to the commissioners. Ms. Gomez stated Working Out-of-Classification reports would be presented to the Commission quarterly.  
  
Mr. Perez stated that CSEA has submitted a request for relevant and necessary information to Ms. Campbell in human resources with a copy to the Chancellor.  
  
Ms. Gomez informed Ms. Johnson that a request for procedures for working out-of-classification must be submitted to Ms. Campbell.
3. Classification Study Status Ms. Gomez provided an update on the classification study. A brief discussion followed.

Action Items

- [16-38] Consideration and Approval of Eligibility Lists  
Consideration and Approval of Eligibility Lists
- a. Groundskeeper Worker, Effective 8/18/16
  - b. Occupational Health and Safety Officer, Effective 8/17/16
  - c. Office Assistant III, Effective 8/18/16
  - d. Senior Systems and Network Administrator, Effective 8/12/2016
- Mr. Tahajian moved to approve item 16-38 as presented. Mr. Liermann seconded the motion and it carried unanimously.
- The motion passed as follows:  
Ayes – Ms. Freeman-Fobbs, Mr. Tahajian, and Mr. Liermann  
Noes – 0
- [16-39] Consideration and Approval to Classify New Positions in Established Job Classification Specifications  
Consideration and Approval of Eligibility of New Position.
- a. Custodian, CCC, Position #5098
- Mr. Liermann moved to approve item 16-39 as amended. Mr. Tahajian seconded the motion and it carried unanimously.
- The motion passed as follows:  
Ayes – Ms. Freeman-Fobbs, Mr. Tahajian, and Mr. Liermann  
Noes – 0
- [16-40] Consideration and Approval of Revised Classification Specification for Chief of Police  
Ms. Gomez stated that there was a minor change to the job description to be in compliance with POST requirements.  
Ms. Tahajian moved to approve item 16-40 as amended, Mr. Liermann seconded the motion, and it carried unanimously.

The motion passed as follows:  
Ayes – Ms. Freeman-Fobbs, Mr. Tahajian, and Mr. Liermann  
Noes – 0

[16-41] Consideration  
and Approval of New  
Classification  
Specification Human  
Resources Assistant

Ms. Gomez is requesting a permanent part-time position to supplement the Personnel Commission with a salary range 44. Ms. Gomez stated that are small changes under distinguishing characteristics and job functions to the job description.

Ms. Gomez stated the request for the new position would be sent to the Board of Trustees at their September 6, 2016 meeting.

Mr. Tahajian moved to approve item 16-41 as presented, Ms. Freeman-Fobbs seconded the motion, and it carried unanimously.

The motion passed as follows:  
Ayes – Ms. Freeman-Fobbs, Mr. Tahajian, and Mr. Liermann  
Noes – 0

[16-42] Presentation  
and Approval of the  
Personnel Commission  
Annual Report for 2015-  
2016

Ms. Gomez presented the Personnel Commission Annual Report for 2015-2016.

Mr. Tahajian moved to approve item 16-42 as amended, Ms. Freeman-Fobbs seconded the motion, and it carried unanimously.

The motion passed as follows:  
Ayes – Ms. Freeman-Fobbs, Mr. Tahajian, and Mr. Liermann  
Noes – 0

Future Agenda Items

Mr. Taylor provided feedback on requests for future agenda items. Mr. Taylor recommended the removal of future agenda items

Director's Report

Ms. Gomez gave a brief update on pending and anticipated recruitments, and upcoming trainings for commission staff.

Commissioners' Report

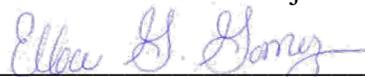
Mr. Liermann had nothing to report.

Mr. Tahajian had nothing to report.

Ms. Freeman-Fobbs stated that she attended a presentation regarding the Affordable Care Act at Fresno City College.

Adjournment

Ms. Freeman-Fobbs adjourned the meeting at 6:07 p.m.



Elba Gomez, Director of Classified Personnel  
EG:rc