

MINUTES OF THE REGULAR MEETING – PERSONNEL COMMISSION
STATE CENTER COMMUNITY COLLEGE DISTRICT
November 15, 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
Vince Tafoya, HR Specialist
- Introduction of Guests The following guests attended:
Annette Loria, DO
Samerah Campbell, DO
Barbara Wilson, CSEA
Gregory Taylor, General Counsel
Chief Dave Paris, SCCC PD
Karri Hammerstrom, SCCC
Susan Johnson, FCC
Mary Doyle, FCC
Eleanor Bruce, FCC
Cheryl Sullivan, FCC
Sergeant Chris Bosworth, SCCC PD
Isabel Barreras
- Public Comment Ms. Sullivan briefly expressed her concerns with Personnel Commission Rule 17-10 stating that there should be an increase in salary for provisional assignments when employees are taking on more responsibility.
- Approval of the Minutes The minutes of the October 11, 2016 Regular Meeting were presented for approval.
- Mr. Tahajian stated that there was a missing statement from Ms. Gray. Ms. Gomez stated that the audio would need to be reviewed to confirm. Ms. Freeman-Fobbs recommended that this item be tabled until the December 13, 2016 meeting pending further review.
1. Public Announcement of CSEA Commissioner Appointment Ms. Gomez stated that CSEA appointed Ms. Barreras as a commissioner and that Ms. Barreras would be sworn in during the December 13, 2016 Personnel Commission regular meeting.
2. Board of Trustees Communications Ms. Gomez provided an update on the communication letter that is to be provided to the Board of Trustees.
- Ms. Freeman-Fobbs inquired on when the communication letter would be completed. Ms. Gomez responded that the Commission is currently focused on recruitments and would provide the Commissioners with a draft document prior to submitting to the Board of Trustees.

3. Classification Study Status
- Ms. Gomez provided a brief update on the Classification Study stating that the timeline has not changed. Ms. Gomez also provided an update on the meeting that George Cole had with various individuals. Ms. Gomez stated that Mr. Cole would provide findings in his meetings to the District which in turn would be presented to the Commission in a draft report.

Action Items

[16-54]
Consideration and Approval of Eligibility Lists

Consideration and Approval of Eligibility Lists

- a. Financial Aid Assistant I, Effective 10/27/16
- b. Financial Aid Manager, Effective 11/7/16
- c. Microcomputer Specialist, Effective 11/8/16
- d. Police Officer – Continuous, Effective 10/20/16

Mr. Liermann moved to approve item 16-54 as presented. 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

[16-55]
Consideration and Approval to Classify New Positions in New Job Classification Specifications

Consideration and Approval to Classify New Positions in New Job Classification Specifications.

- a. Accounting Technician I DO, Position #1212
- b. EEO/Staff Development Manager – Limited-term (6-months), DO, Position #9035
- c. Institutional Research Coordinator – Limited-term (6-months), DO, Position #9034

Mr. Tahajian moved to approve item 16-55 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

[16-56]
Consideration and Approval of Revised Classification Specification for Police Officer

Ms. Gomez presented item 16-56 stating that incumbents had an opportunity to provide feedback and there was a recommended change in salary from range 57 to range 62.

Mr. Liermann moved to approve item 16-56 as presented. 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

[16-57]
Consideration and
Approval of New
Classification
Specification for
Program Specialist
– Central Mother
Lode Regional
Consortium (CRC)

Ms. Gomez presented item 16-56 stating that the specification was approved by the Board of Trustees in October.

Mr. Liermann moved to approve item 16-57 as presented. 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

Director’s Report

Ms. Gomez gave a brief update on pending and anticipated recruitments, and upcoming trainings for commission staff. Ms. Gomez also stated that oral exam panelists have been cancelling last minute and that the Commission may see reports that list internal panelists without external panelists.

Commissioners’
Report

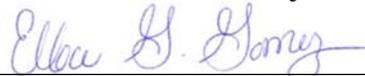
Mr. Liermann expressed his thanks to the Commission for allowing him to serve.

Mr. Tahajian stated that he attended the Classified Staff Development day at Fresno City College on November 11, 2016 and was able to attend 3 out of the 4 sessions. Mr. Tahajian also thanked Mr. Liermann for his service as a Commissioner.

Ms. Freeman-Fobbs thanked Mr. Liermann for his service as a Commissioner.

Adjournment

Ms. Freeman-Fobbs adjourned the meeting at 5:58 p.m.



Elba Gomez, Director of Classified Personnel

EG:vt