

MINUTES OF THE REGULAR MEETING – PERSONNEL COMMISSION
STATE CENTER COMMUNITY COLLEGE DISTRICT
October 11, 2016 **Amended**

- Call to Order Ms. Freeman-Fobbs called the meeting to order at 5:31 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
Barbara Wilson, CSEA
Gregory Taylor, General Counsel
Sabrina Gray, FCC
Eleanor Bruce, FCC
Cheryl Sullivan, FCC
Edward Smith, Rampage
Jennifer Langworthy, RC
- Public Comment Ms. Gray stated that Dr. Goldsmith, the new President of Fresno City College, recently handled a grievance in an equitable manner and that Ms. Gray stated that a positive tone was set by Dr. Goldsmith and expressed her optimism in working with Dr. Goldsmith on future matters.
- Ms. Gray also expressed concern regarding her working out of classification analysis and who was currently reviewing her request. Ms. Gray stated that she's had several different people listed as points of contact throughout the analysis and different tentative reports as a result.
- Ms. Gray expressed concern about Mr. Taylor representing the Personnel Commission and requested the Personnel Commission acquire outside counsel that does not also advise the District.
- Approval of the Minutes The minutes of the September 20, 2016 Regular Meeting were presented for approval.
- Mr. Tahajian moved to approve the September 20, 2016 Regular Meeting minutes 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
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1. Quarterly Budget Report Ms. Gomez provided an update on the Personnel Commission budget and expenses. Ms. Gomez stated that anticipated expenses for Police Officer pre-hire requisites would put the department over budget by the end of the fiscal year. Ms. Gomez stated that she has advised District administration of the increase.
2. Classification Study Status Ms. Gomez provided an update on the classification study status.
- Ms. Gomez stated that Mr. George Cole, Executive Director for the California School Personnel Commissioners Association (CSPCA), would be willing to audit the process and status of the classification study, but would not be contracted to complete the study.
- Ms. Loria stated there is an interest by the District to move forward with an audit by Mr. Cole. Commissioner Liermann requested a copy of the District's contract with Mr. Cole prior to staff being interviewed. A brief discussion followed regarding Mr. Cole's services to the District.

Action Items

[16-48]
Consideration and Approval of Eligibility Lists

Consideration and Approval of Eligibility Lists

- a. Buyer, Effective 9/19/16
- b. Executive Assistant to the Chancellor, Effective 10/4/16
- c. Human Resources Technician – Confidential, Effective 9/20/16
- d. Maintenance Worker I, Effective 10/3/16

Mr. Liermann moved to approve item 16-48 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

[16-49]
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. Program Specialist, Central Regional Consortium, DO, Position #1211

Mr. Liermann moved to approve item 16-49 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

[16-50]
Consideration and Approval to Change Position Classification for

Consideration and Approval to Change Position Classification for Secretary to the Vice Chancellor.

- a. Secretary to the Vice Chancellor, CCC, Position #5051 - Confidential

Secretary to the Vice Chancellor Mr. Liermann moved to approve item 16-50 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

[16-51]
Consideration and Approval to Change Position Classification for Administrative Assistant Confidential

Consideration and Approval to Change Position Classification for Administrative Assistant - Confidential

a. Administrative Assistant – Confidential, FCC, Position #2039

Mr. Liermann moved to approve item 16-51 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

[16-52]
Consideration and Approval of Revised Classification Specification for College Trainer

Consideration and Approval of Revised Classification Specification.

a. College Trainer

Mr. Liermann moved to approve item 16-52 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

[16-53]
Consideration and Approval of Revised Classification Specification for Human Resources Assistant

Consideration and Approval of Revised Classification Specification.

a. Human Resources Assistant

Mr. Liermann moved to approve item 16-53 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 stated that she will not be attending the ACHRO conference this year.

Commissioners' Report

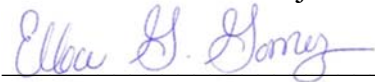
Mr. Liermann had nothing to report.

Mr. Tahajian stated that he attended the CityFest and Dr. Goldsmith's reception at FCC.

Ms. Freeman-Fobbs had nothing to report.

Adjournment

Ms. Freeman-Fobbs adjourned the meeting at 5:56p.m.

A handwritten signature in blue ink that reads "Elba Gomez". The signature is written in a cursive style and is positioned above a horizontal line.

Elba Gomez, Director of Classified Personnel
EG:rc