

For the future of every student

## **PERSONNEL COMMISSION MEETING AGENDA – FEBRUARY 24, 2020**

*(Meeting location: Susan B. Anthony Room)*

- A. CALL TO ORDER - 4:30 P.M.
- B. ADOPTION OF AGENDA
- C. APPROVAL OF MINUTES
  - January 23, 2020
- D. RETIREES
- E. PUBLIC COMMENTS

Public comments are welcomed by the Personnel Commission within reasonable meeting time considerations in order to conduct the District's business. During this time the Chair of the Commission may acknowledge visitors' requests to speak on a topic not on the regular Personnel Commission agenda. The Personnel Commission is prohibited from taking action on any item that is not part of the printed and published agenda. Those requesting to speak are encouraged to submit comments in writing.
- F. INFORMATION ITEMS
  - 1. VESPA Report
  - 2. Director's Report
- G. ACTION AGENDA ITEMS
  - 1. Reclassification of Position: Human Resources Assistant to Human Resources Technician
  - 2. Reclassification of Position: Office Assistant to Senior Office Assistant
  - 3. Approval of New Classification and Salary Allocation: Human Resources Supervisor
- H. CONSENT AGENDA ITEMS
  - 1. Personnel Transactions Report
- I. NEXT MEETING
- J. COMMISSION COMMENTS — No official action will be taken.
- K. CLOSED SESSION
  - 1. Public Employee Discipline/Dismissal/Release - Government Code §54957(b)
- L. REPORT OF ACTION TAKEN IN CLOSED SESSION
- M. ADJOURNMENT

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission Office, 255 West Stanley Avenue, Suite 100, Ventura, CA 93001.

Any individual with a disability, who requires reasonable accommodation to participate in a Personnel Commission meeting may request assistance by contacting the Personnel Commission Office/Classified Human Resources, 255 W. Stanley Avenue, Suite 100, Ventura, CA 93001 or 805.641.5000, ext. 1170 or FAX 805.653.7852.