Call to Order
Ms. Taylor called the meeting to order at 5:33 p.m.

Members Present
Members of the Personnel Commission present were:
   Patt Taylor, Chairperson
   Lindsay “Cal” Johnson, Vice Chairperson
   Ron Manfredi

Members of Commission staff present were:
   Nancy Kast, Director of Classified Personnel
   Elba Garcia, Administrative Secretary
   Marissa Gonzales, Human Resources Analyst

Introduction of Guests
The following guests attended:
   Lisa Maciel, RC, CSEA
   Mike Wallace, CSEA Representative
   Diane Clerou, DO
   Eileen O’Hare, DO
   Randy Rowe, DO
   Larry Dickson, FCC, CSEA
   Charlie Lockbaum, DO
   Donna Baker-Geidner, RC, CSEA
   Lois Williams, RC
   Eleanor Bruce, FCC
   Susan Mills, RC

Closed Session
At 5:35 p.m., the Commissioners convened in closed session to discuss public employee performance evaluation.

Open Session
At 6:18 p.m., the Commissioners reconvened in open session. There was no announcement.

Public Comment
Ms. Maciel stated that she had questions regarding the recruitment approved at the last Personnel Commission meeting. On the Lead Custodian selection process the report that was completed only showed the oral board and not the written test. Ms. Kast informed Ms. Maciel that she would do research on that recruitment.

Approval of the Minutes
Mr. Johnson moved to approve the minutes of August 15, 2006 Regular Meeting, September 7, 2006 Special Meeting. Mr. Manfredi seconded the motion and it carried unanimously.

Directors Report
Ms. Kast introduced Marissa Gonzales as the new Human Resources Analyst. Ms. Kast discussed that John Madden had
completed the reclassification studies except for one. Ms. Kast requested the commissioners to approve the next agenda item, which was the Reclassification Study Process.

Action Items

Consideration and Approval of Reclassification Study Procedures [06-31]

There was a lengthy discussion as to the wording of various parts of the procedure. There was also discussion as to whether CSEA could file appeals on their own, even when the employee was not appealing. Mr. Manfredi suggested that CSEA input be considered but would not be part of the appeal process. Mr. Manfredi moved to approve the Reclassification Study Process with the recommended changes. Mr. Johnson seconded the motion, and it carried unanimously.

Consideration and Approval of Eligibility Lists [06-32]

Ms. Maciel had a few questions as to how the Accounting Technician I for Reedley was merged with the regular Districtwide list. Ms. Kast explained the process and how the top three ranks were referred. Mr. Manfredi complimented the Personnel Commission for the work done in selecting oral panelists for the oral board interviews. It was moved by Mr. Manfredi, seconded by Mr. Johnson, and unanimously carried to approve the eligibility lists as listed below:

a. Office Assistant
b. HR Analyst
c. Warehouse Worker
d. Department Secretary
e. Accounting Technician I – Reedley
f. Shipping / Receiving Specialist
g. Webmaster
h. Personnel Assistant
i. EOP&S Assistant

Consideration and Approval of Appointment of a Hearing officer for Appeal of Discipline Case [06-33]

Ms. Kast informed the commissioners of the current discipline case being appealed. She asked if the Personnel Commission would like to conduct the hearing or select a hearing officer. Mr. Manfredi advised it would be better to get a hearing officer. Mr. Manfredi moved to approve the appointment of a hearing officer for appeal of a discipline case. Mr. Johnson seconded the motion, and it carried unanimously.

Consideration and Approval Personnel Commission Rules – Second Reading [06-34]

Ms. Kast discussed rules’ changes that had been brought to her attention. Mr. Manfredi moved to approve the Personnel Commission Rules with the recommended changes. Mr. Johnson seconded the motion, and it carried unanimously.
Adjournment  

At 7:07 p.m., Mr. Johnson moved to adjourn the meeting. Mr. Manfredi seconded the motion, and it carried unanimously.

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Nancy Kast, Director of Classified Personnel

NK:eg