Call to Order Ms. Taylor called the meeting to order at 4:36 p.m.

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

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

Introduction of Guests The following guests signed in:
Donna Baker-Geidner, RC, CSEA
Diane Clerou, DO
Eileen O’Hare, DO
Samerah Campbell, DO
Randy Rowe, DO
Sonya Hildreth, FCC
Michele Ruby, FCC
Rich Ruby
Rosa Rios, RC
Tamra Maddox, FCC
Michael Guerra, FCC
Mike Wallace, CSEA

Public Comment Ms. Durham noted that the time of the meetings conflicted with work hours and requested a later start time. Mr. Manfredi responded that her request will be taken into consideration.

Approval of the Minutes Mr. Johnson moved to approve the minutes of the January 16, 2007, Regular Meeting. Ms. Taylor seconded the motion and it carried unanimously.

Action Items

Consideration of Appeal Regarding Reclassification Studies [07-05] (a) Ms. Kast stated that there were two appeals on the agenda and explained the guidelines and timelines for the appeals set at the November 21, 2006 Personnel Commission meeting. Ms. Kast explained that Mr. Madden had submitted a response to Ms. Maddox’s appeal and recommended her position be re-evaluated. Mr. Manfredi asked if Mr. Madden was going to complete the
evaluation. Ms. Kast responded that staff would complete the evaluation once the Accounting series was completed. Mr. Manfredi asked if the District and Ms. Maddox were in agreement with the new recommendation. Ms. Clerou and Ms. Maddox responded they were in agreement.

(b) Ms. Kast provided information as to what Ms. Ruby’s appeal package included. Ms. Ruby explained the duties she performed as Assessment Technician for Fresno City College. Ms. Ruby requested she be reclassified to an Assessment Counselor/Coordinator. Mr. Manfredi asked if the position of Assessment Coordinator existed. Ms. Ruby explained a position existed in Reedley but was considered academic. Mr. Fox explained the position located at Reedley College worked with different programs.

Ms. Clerou stated that the District agreed with Mr. Madden’s recommendation to keep Ms. Ruby as Assessment Technician. Ms. Ruby suggested she be reclassified to a Coordinator. There was discussion regarding the duties Ms. Ruby performs and the level of supervision she receives compared to that of a Coordinator and its salary ranges. Ms. Clerou gave examples of classified employees that report to a Dean and are not considered Coordinators.

It was moved by Ms. Taylor, seconded by Mr. Johnson, and unanimously carried to approve the eligibility lists as listed below to be effective for one year unless otherwise stated:

a. Accounting Clerk III, effective 1/16/2007
b. Department Secretary, effective 1/19/2007
c. Administrative Secretary, effective 1/25/07

Mr. Johnson moved to approve the revised classification specification of Chief of Police as presented. Ms. Taylor seconded the motion and it carried unanimously.
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>[07-07] Consideration and Approval of Revised Classification Specification for Police Lieutenant</td>
<td>Mr. Johnson moved to approve the revised classification specification of Police Lieutenant as presented. Ms. Taylor seconded the motion and it carried unanimously.</td>
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<tr>
<td>[07-08] Consideration and Approval of Revised Classification Specification for Sergeant of Police</td>
<td>Mr. Johnson moved to approve the revised classification specification of Sergeant of Police as presented. Ms. Taylor seconded the motion and it carried unanimously.</td>
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<tr>
<td>[07-09] Consideration and Approval of Revised Classification Specification for Police Officer</td>
<td>Mr. Johnson moved to approve the revised classification specification of Police Officer as presented. Ms. Taylor seconded the motion and it carried unanimously.</td>
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<td>[07-10] Information Items</td>
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<td>Legal Opinion Regarding Out-of-class Pay</td>
<td>Ms. Kast advised the Personnel Commission that the legal opinion regarding out-of-class pay was received from Zampi &amp; Associates. Mr. Manfredi summarized the issue of out-of-class pay was not the purview of the Personnel Commission but that of the District. Ms. Taylor recommended the District give consideration to the employees who had waited a lengthy period of time to have their studies completed.</td>
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<tr>
<td>2006-2007 Request for Reclassification and Timeline for Completion of Studies</td>
<td>Ms. Kast advised she had received four new reclassification requests and had begun meeting with those individuals. She anticipated that all four studies would be completed this spring.</td>
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<tr>
<td>Director’s Report</td>
<td>Ms. Kast explained that several of the Personnel Commission documents were now available online for department use. Ms. Kast discussed the public agency group she is working to create, noted Ms. Fox’s recent educational accomplishment and advised the Commissioners that following the accounting series study, she would begin working with the Information Systems employees to</td>
</tr>
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Adjournment  At 5:32 p.m., Ms. Taylor moved to adjourn the meeting. Ms. Johnson seconded the motion, and it carried unanimously.

Nancy Kast, Director of Classified Personnel

NK: eg