

**PERSONNEL COMMISSION
SPECIAL MEETING AGENDA – AUGUST 25, 2022**

(Meeting location: Board Room)

A. CALL TO ORDER - 4:30 P.M.

B. ADOPTION OF AGENDA

C. MOMENT OF SILENCE

D. APPROVAL OF MINUTES

- July 27, 2022

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 only on topics as listed on the Personnel Commission special meeting 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
3. Recruitment & Selection: Hiring Update

G. ACTION AGENDA ITEMS

1. Approval of New Classification Specification and Salary Allocation:
Executive Director, Technology Services
2. Approval of New Classification Specification and Salary Allocation:
Early Childhood Education Coordinator
3. Reclassification of Position: School Administrative Assistant I to School
Administrative Assistant II

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.

4. Approval of Revised Classification Specification and Salary Allocation:
Food and Nutrition Services Operations Specialist
 5. Approval of New Classification Specification and Salary Allocation:
Communications and Outreach Coordinator
- H. CONSENT AGENDA ITEMS
1. Personnel Transactions Report
- I. COMMISSION COMMENTS — No official action will be taken.
- J. CLOSED SESSION
1. Public Employee Discipline/Dismissal/Release - Government Code §54957(b)
- K. REPORT OF ACTION TAKEN IN CLOSED SESSION
- L. ADJOURNMENT

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