



C-3 Conference Room  
District Administration Building C  
16703 South Clark Avenue  
Bellflower, California 90706

August 13, 2024  
5:00 P.M.

## Regular Meeting Agenda

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. COMMUNICATIONS

### **PERSONNEL COMMISSION MEMBERS – COMMUNICATIONS AND REPORTS**

#### **PUBLIC COMMENTS**

This is the time members of the public may address the Personnel Commission on items that are within the subject jurisdiction of the Commission. Under the Brown Act, the Personnel Commission may not deliberate or act on items not on the agenda and generally may only listen, except to ask clarifying questions or refer the matter to staff. Speakers are asked to limit their comments to three (3) minutes in order to allow everyone who wishes to speak the opportunity to do so. Please complete a "Request to Address Personnel Commission" form prior to speaking.

- A. CSEA
- B. District Administration
- C. Audience Members

5. **ACTION ITEM:**  
Election of Personnel Commission Officers
6. **ACTION ITEM:**
  - A. Approval of Minutes, Regular Meeting of June 11, 2024
  - B. Approval of Minutes, Special Meeting of June 18, 2024
  - C. Approval of Minutes, Special Meeting of June 28, 2024
  - D. Approval of Minutes, Special Meeting of July 8, 2024
7. **ACTION ITEM:**  
Personnel Commission Meeting Calendar

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 Personnel Services, 16703 South Clark Ave, Bellflower, CA 90706. Persons requiring accommodation in order to view the agenda or participate in the meeting, may make the request for accommodation to the Personnel Services Office at 562-866-9011 at least 24 hours in advance of the meeting. (Government Code 54954.2 (a)1.)

**8. ACTION ITEM:**

Certification and Ratification of Eligibility Lists for Classified Service

**9. ACTION ITEM:**

Approval of Classification Specifications: Director – Information Technology

**10. NON-ACTION ITEMS**

INFORMATION ITEMS

- A. Personnel Commission Budget
- B. Review PC RR 60.700.2
- C. Review Senior Management Designation
- D. Personnel Commission Joint Appointee
- E. Classified Hiring Event: Instructional Assistants
- F. Project Manager (Creative AWARE Project Grant)

**11. REPORT FROM THE EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL COMMISSION**

**12. CLOSED SESSION**

Pursuant to Government Code 54957;  
Appointment of Public Employee: Executive Director, Classified Personnel Commission

**13. ADJOURNMENT OF MEETING**

NEXT REGULAR SCHEDULED MEETING OF THE PERSONNEL COMMISSION  
District Administration Building  
Tuesday, September 17, 2024 at 5:00 p.m.