

PERSONNEL COMMISSION REGULAR MEETING AGENDA



DATE: October 21, 2026

TIME: Closed Session 4:00 p.m. | Open Session 4:30 p.m.

LOCATION: Board Room, Education Service Center

255 W. Stanley Avenue, Ventura, CA 93001

A. CLOSED SESSION - 4:00 p.m.

Public Employee Performance Evaluation - Government Code §54957(b)

Title: Director, Classified Human Resources

B. OPENING PROVISIONS - 4:30 p.m.

1. Call to Order: Open session called to order by _____ at _____ p.m.
2. Pledge of Allegiance
3. Roll Call of Members

COMMISSIONERS	PRESENT
Anne Campbell, Chairperson	☐
Cathi Stellings, Vice Chairperson	☐
John Walker, Member	☐

C. ADOPTION OF AGENDA

Request for APPROVAL of the agenda for the regular Personnel Commission meeting on October 21, 2026, as submitted or amended.

MOVED BY	SECOND	VOTE

D. REPORT OF ACTION TAKEN IN CLOSED SESSION

Report of action taken in Closed Session, if any.

E. APPROVAL OF MINUTES

Request for APPROVAL of the minutes for the regular Personnel Commission meeting on September 16, 2026, as submitted or amended.

MOVED BY	SECOND	VOTE

F. PUBLIC COMMENTS

Public comments are welcomed and encouraged by the Personnel Commission, subject to reasonable time limitations necessary to conduct Commission business. Individuals wishing to address the Commission on an item not listed on the agenda should complete a speaker form and submit it to the recording secretary. Speakers are limited to three (3) minutes per agenda item, with a cumulative maximum of five (5) minutes per speaker. Total public comment on any individual item may be limited to twenty (20) minutes. Speakers may not transfer or yield their time to another individual. In accordance with applicable law, the Commission may not take action on items not listed on the posted agenda.

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.

G. REPORTS AND ANNOUNCEMENTS

G.1 VESPA Representative

G.2 Director's Report

- i. Recruitment & Selection: Hiring Update

G.3 Commissioners

H. ACTION ITEMS - NEW BUSINESS

H.1 Revision of Job Specification – Paraeducator – Afterschool

APPROVE revisions to the job specification for the classification of Paraeducator – Afterschool, as submitted or amended

MOVED BY	SECOND	VOTE

H.2 Revision of Job Specification – Behavior Support Assistant

APPROVE revisions to the job specification for the classification of Behavior Support Assistant, as submitted or amended.

MOVED BY	SECOND	VOTE

H.3 Classification Title Change and Revision of Job Specification – Facilities Planner

APPROVE the classification title change from Facilities Planner to Facilities Planner and Compliance Manager and revisions to the job specification, as submitted or amended.

MOVED BY	SECOND	VOTE

I. CONFERENCE ITEMS - DISCUSSION ONLY

No items listed.

J. CONSENT AGENDA ITEMS

J.1 Personnel Transactions Report

MOVED BY	SECOND	VOTE

K. ADJOURNMENT

1. Next Regular PC Meeting: November __, 2026
2. Motion to adjourn

MOVED BY	SECOND	VOTE