

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Avenue
Lakewood, CA 90713

MINUTES
Regular Meeting

March 12, 2020

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, March 12, 2020 at 8:20 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Chairperson, Sheryl Bender.

ROLL

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski

Absent: Linda Vaughan

STAFF MEMBERS PRESENT

Kenneth Kato, Executive Officer; Susan Leaming, Personnel Analyst; Maria Braunstein, Personnel Analyst; Gregory Robinson, Associate Personnel Analyst; Dale Culton, Certification Services Manager; Connie Ballew, Acting Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Alejandra Torres, Human Resources Technician; Judith Alonso, Human Resources Technician; Susan Brister, Human Resources Technician; and Vanessa Ortiz, Human Resources Technician.

GUESTS

Vaurice Scott, CSEA Vice President - Unit A; Valeeta Pharr, retiree; Eric Larsen, Interim CSEA Vice President - Unit B; and Appellant 38320884.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of February 27, 2020.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

Valeeta Pharr, retiree, informed the Commission that she visited with Commissioner Linda Vaughan and that Ms. Vaughan is doing well.

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported that the Personnel Commission is scheduled to present the 2018-2019 Annual Report of the Personnel Commission at the Board of Education Workshop meeting on Tuesday, March 17, 2020.

Maria Braunstein, Personnel Analyst, announced that there are over 30 recruitments in progress. Ms. Braunstein also reported that the Personnel Commission partnered with the Pacific Gateway Workforce Innovation Network and held a classified employment job fair on March 10, 2020. Ms. Braunstein thanked Judith Alonso, Human Resources Technician, Anne Follett, Human Resources Technician, and Vanessa Ortiz, Human Resources Technician for their work at the event. Ms. Braunstein also thanked Nutrition Services staff, Delisa Brister, Nutrition Services Operations Coordinator and Justine Abendschan, Human Resources Technician, for helping at the event.

Jesus Rios Jr., Employment Services Supervisor, reported summer school online application period will be ending on March 20, 2020 and 737 applications have been received to date.

Dale Culton, Certification Services Manager, reported that Recreation Aides are now able to work at multiple sites which will help to fill vacant positions.

Susan Leaming, Personnel Analyst, reported that six informational meetings were held District-wide regarding the proposed merger of the Intermediate Office Assistant and Intermediate Office Assistant-Schools, and the Senior Office Assistant-Schools and Senior Office Assistant classifications. Ms. Leaming stated that 175 employees in the affected classifications were invited and 28 employees attended a meeting. Mr. Culton discussed the seniority lists and the anticipated effect of the merger on existing employees. Ms. Leaming explained that the proposed merger would become effective July 1, 2020.

Mr. Kato reported that on March 3, 2020 he attended the Aspiring Principals workshop to discuss the merit system and the functions of the Personnel Commission.

CONSENT AGENDA

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve items 1-9 on the Consent Agenda.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

1. **RATIFY** job announcement bulletin for CDC Guidance Specialist
2. **RATIFY** job announcement bulletin for Nutrition Services Worker-Avalon
3. **APPROVE** the certification of Instructional Aide Special eligibility list 20-0101-0448 established 03/02/2020

4. **APPROVE** the certification of School Safety Officer eligibility list 20-0096-5014 established 03/05/2020
5. **APPROVE** the certification of District Security Officer eligibility list 20-0095-5202 established 03/05/2020
6. **APPROVE** the certification of Nutrition Services Worker eligibility list 20-0103-5068 established 03/06/2020
7. **APPROVE** the certification Food Production Utility Worker eligibility list 20-0116-0477 established 03/09/2020
8. **APPROVE** the certification of Welder eligibility list 20-0113-0137 established 03/10/2020
9. **APPROVE** the certification of Warehouse Manager eligibility list 20-0111-0301 established 03/11/2020

OLD BUSINESS None

NEW BUSINESS 1. **APPROVE** the recommendation to remove from eligibility list ID 38320884

The Commission moved NEW BUSINESS Item 1 to closed session.

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, March 26, 2020 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

CLOSED SESSION The Personnel Commission retired into closed session at 8:37 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:57 a.m. and the following reportable action was taken:

1. A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a unanimous vote of those present to allow candidate ID 38320884 to continue in the hiring process.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 9:00 a.m.