

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
1515 Hughes Way
Long Beach, CA 90810

MINUTES
Regular Meeting

October 8, 2020

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Terence Ulaszewski, Vice-Chairperson, on Thursday, October 8, 2020 at 8:15 a.m. in Room 142 at 1515 Hughes Way, Long Beach, California. The meeting was broadcasted on the LBUSD YouTube channel and attendees were participating by teleconference.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Vice-Chairperson, Terence Ulaszewski.

ROLL

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

Present: Terence Ulaszewski
Linda Vaughan

Absent: Sheryl Bender

STAFF MEMBERS TELEPHONICALLY PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Gregory Robinson, Personnel Analyst; Dale Culton, Certification Services Manager; Jesus Rios Jr., Employment Services Supervisor; Ashleigh Fernando, Senior Administrative Secretary (Acting); Susan Brister, Human Resources Technician; Anne Follett, Human Resources Technician; Silaue Taeleifi, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS TELEPHONICALLY PRESENT

Steve Rockenbach, Director Employee Relations and Ethics; Vaurice Scott, CSEA Chapter 2 Vice President – Unit A; Gary Marshall, Multimedia Technology Supervisor; and Ruben Sosnowski, Production Specialist/Editor.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of September 24, 2020.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Terence Ulaszewski	X		
Linda Vaughan	X		

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported that the Personnel Commission offices were assessed for room capacity and verified the six (6) foot distance among work stations. Mr. Kato thanked staff for being observant of Long Beach Unified School District social distancing and mask protocols. Mr. Kato also thanked Ashleigh Fernando, Senior Administrative Secretary (Acting), and Jesus Rios Jr., Employment Services Supervisor, for assuring the room capacity signage is correctly posted throughout the offices.

Mr. Kato reported he attended the October 7, 2020 Board of Education meeting and that the Board voted unanimously to support the reappointment of Personnel Commissioner Terence Ulaszewski for another three year term. Mr. Kato congratulated Mr. Ulaszewski and thanked Gilbert Bonilla Jr., California School Employees Association (CSEA) Chapter 2 President, for submitting a letter to the California State Superintendent indicating CSEA's support of Mr. Ulaszewski's reappointment.

Terence Ulaszewski, Commissioner, noted the Board of Education has great respect for the Personnel Commission staff and appreciate the services they provide to the District. Mr. Ulaszewski thanked Mr. Bonilla and CSEA for their support of his reappointment and for continuing a positive working relationship with the Commission. Mr. Ulaszewski also thanked Megan Kerr, Board of Education Member, for her supportive comments during the Board meeting.

Greggory Robinson, Personnel Analyst, reported Recruitment and Testing currently has forty-four (44) open recruitments in varying stages of completion. Mr. Robinson mentioned he is working with David Van Westerhuyzen, Maintenance Director, on exploring options to conduct performance examinations during the COVID-19 pandemic for journey-level trade's classifications such as Plumber, Electrician, and Carpenter.

Jesus Rios Jr., Employment Services Supervisor, recognized Certification staff for their continued efforts to fingerprint employment candidates, distribute performance evaluations, and input employee assignments. Mr. Rios Jr., recognized Susan Brister, Human Resources Technician, for her ongoing efforts to accurately enter salary adjustments for classified staff.

Susan Leaming, Personnel Analyst, informed the Commission that she and Mr. Kato are completing the 2019-2020 Annual Report of the Personnel Commission and anticipate bringing it to the Commission for their approval at the next meeting.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Assistant Public Information Director
2. **RATIFY** job announcement bulletin for Fleet Maintenance Manager (Extended)
3. **RATIFY** job announcement bulletin for Kids' Club Supervisor I, II, III (Extended)
4. **APPROVE** the certification of Head Start Instructional Aide – BL SP eligibility list 21-0005-5235 established 09/30/2020
5. **APPROVE** the certification of Instructional Aide – Educare – BL SP eligibility list 21-0003-5206 established 09/30/2020

6. **APPROVE** the certification of Kids' Club Assistant eligibility list 21-0007-0694 established 09/30/2020
7. **APPROVE** the certification of Kids' Club Lead Assistant eligibility list 21-0008-0515 established 09/30/2020
8. **APPROVE** the certification of Nutrition Services Supervisor I eligibility list 20-0155-5064 established 09/15/2020
9. **APPROVE** the certification of Nutrition Services Supervisor II eligibility list 20-0156-5065 established 09/16/2020
10. **APPROVE** the certification of Nutrition Services Supervisor III eligibility list 20-0157-5066 established 09/16/2020
11. **APPROVE** the certification of School Safety Officer eligibility list 21-0009-5014 established 09/22/2020

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-3 and approve items 4-11 on the Consent Agenda.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Linda Vaughan	X		
Terence Ulaszewski	X		

OLD BUSINESS	None
NEW BUSINESS	None
OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 22 at 8:15 a.m. at Marketing and Media Services, Long Beach, California and members of the public may observe the meeting in real-time simulcast by selecting the Video & Multimedia icon at lbschools.net.
CLOSED SESSION	The Personnel Commission retired into closed session at 8:25 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 8:52 a.m. and no reportable actions were taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 8:53 a.m.