

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

MINUTES
Regular Meeting

July 2, 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, July 2, 2020 at 8:26 a.m. in the Community Room 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, Associate Personnel Analyst; Ashleigh Fernando, Senior Administrative Secretary (Acting); Jesus Rios Jr., Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Alejandra Torres, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS TELEPHONICALLY PRESENT

Steve Rockenbach, Director of Employee Relations and Ethics; Gilbert Bonilla, CSEA Chapter 2 President; 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 June 18, 2020.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Maria Braunstein, Personnel Analyst, reported that twenty-one (21) recruitments are currently open and an additional seventeen (17) recruitments are in various stages of completion. Ms. Braunstein thanked the Personnel Commission staff for the work they perform here at the office but also at home supporting their families and children. Ms. Braunstein recognized Judith Alonso, Human Resources Technician, as her son was a valedictorian at Millikan High School this year.

Jesus Rios Jr., Employment Services Supervisor, recognized staff for their continued efforts during the pandemic including conducting 43 fingerprinting transactions since the schools have closed. Mr. Rios Jr. thanked the management team for providing the necessary protective equipment for staff to work safely in the office and continue process employment candidates. Mr. Rios Jr. also mentioned that that the Child Development Centers are now conducting site-based hiring for Child Care Workers and they continue to refine the process to assure it runs smoothly. Lastly, Mr. Rios Jr. noted that he and Mr. Culton are working with Information Services and Budget to implement the merger of the Intermediate Office Assistant and Senior Office Assistant classifications so each employee assignment online is correct, as the study was effective July 1, 2020.

Mr. Kato acknowledged Gary Marshall, Multimedia Technology Supervisor, and Ruben Sosnowski, Production Specialist/Editor, from the Office of Marketing and Media Services for their assistance setting up the virtual Personnel Commission meetings.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Child Care Worker
2. **RATIFY** job announcement bulletin for Kids' Club Assistant
3. **RATIFY** job announcement bulletin for Kids' Club Lead Assistant
4. **RATIFY** job announcement bulletin for Personnel Analyst
5. **APPROVE** the certification of Head Start Instructional Aide eligibility list 20-0104-0657 established 06/24/2020
6. **APPROVE** the certification of Instructional Aide – Educare eligibility list 20-0109-5205 established 06/19/2020

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 1-4 and approve items 5-6 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

1. **APPROVE** the revised classification specifications of:
 - Heavy Truck/Bus/Automotive Mechanic
 - Automotive Mechanic

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve New Business Item 1.

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

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 30, 2020 at 8:15 a.m. at 1515 Hughes Way, 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 8:39 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 8:59 a.m. and no reportable actions were taken.

ADJOURNMENT

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