

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

MINUTES
Regular Meeting

December 2, 2021

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Terence Ulaszewski, Chairperson, on Thursday, December 2, 2021 at 8:15 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, Terence Ulaszewski.

ROLL

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

Present: Sheryl Bender
Terence Ulaszewski

STAFF MEMBERS PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Dale Culton, Certification Services Manager; Jesus Rios Jr., Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Judith Alonso, Human Resources Technician; and Susan Brister, Human Resources Technician.

GUESTS PRESENT

Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A; Julia Plascencia, CSEA Labor Relations Representative.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Sheryl Bender, seconded by Terry Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of November 18, 2021.

<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

None

REPORT FROM EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, shared that we are looking into working with the not-for-profit group called WorkLongBeach.org (WorkLB) coming from Pacific Gateway. Mr. Kato explained WorkLB is an electronic system to locate temporary workers for substitute positions. The substitute worker would still need to test and be processed at the Personnel Commission, but WorkLB would control the tracking.

At 8:21 a.m., Commissioner Vaughan arrived.

Maria Braunstein, Personnel Analyst, reported there are sixty-seven (67) open recruitments in various stages of the examination process and twenty (20) pending. Ms. Braunstein thanked Andrea Armas, Human Resources Technician, and Judith Alonso, Human Resources Technician, for their work while on temporary upgrades to Associate Personnel Analyst. Ms. Braunstein explained we will have a new Human Resources Technician starting on Monday and a Human Resources Technician returning from leave after the New Year.

Ms. Braunstein introduced new Associate Personnel Analyst Amy Van Fossen. Ms. Van Fossen shared she previously worked in the City of Compton's Human Resources Department and has experience in recruitment and testing. Ms. Van Fossen mentioned that she is excited to be working for the Long Beach Unified School District.

Dale Culton, Certification Services Manager, mentioned staff is contacting sites to fill the positions before the winter break so employees can be processed and be ready to start in January. Mr. Culton shared staff continue to work on distributing eligibility lists, fingerprinting employment candidates, and processing salary step increments and performance evaluations.

Susan Leaming, Personnel Analyst, shared that two (2) sessions of CPR training are scheduled at the Teacher Resource Center (TRC) on Friday, December 3rd. Ms. Leaming mentioned that there is a waitlist and additional training dates are being scheduled.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Administrator, Construction
2. **RATIFY** job announcement bulletin for Electronics Technician
3. **APPROVE** the certification of General Counsel eligibility list 22-0086-5294 established 11/30/2021
4. **APPROVE** the certification of Nutrition Services Worker eligibility list 22-0078-5068 established 11/22/2021
5. **APPROVE** the certification of Nutrition Services Worker eligibility list 22-0092-5068 established 11/26/2021
6. **APPROVE** the certification of Plant Supervisor – High School eligibility list 22-0008-5029 established 11/23/2021
7. **APPROVE** the certification of Recreation Aide eligibility list 22-0111-5255 established 11/24/2021
8. **APPROVE** the certification of Recreation Aide – Kids' Club eligibility list 22-0112-5257 established 11/24/2021
9. **APPROVE** the certification of School Safety Officer eligibility list 22-0025-5014 established 11/29/2021

10. **APPROVE** the certification of Senior Reprographics Technician eligibility list 22-0077-5287 established 11/29/2021
11. **APPROVE** the certification of Staff Secretary eligibility list 22-0051-3364 established 11/29/2021
12. **APPROVE** the certification of Strategic Programs & Policy Development Director eligibility list 22-0095-5296 established 12/01/2021

Following discussion a motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify item 1-2 and approve items 3-12 on the Consent Agenda.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	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, December 16, 2021 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.
CLOSED SESSION	The Personnel Commission retired into closed session at 8:25 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:00 a.m. with no reportable actions taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 9:01 a.m.