

LONG BEACH UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
880 Locust Ave.  
Long Beach, CA 90813

MINUTES  
Regular Meeting

July1, 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, July 1, 2021 at 8:18 a.m. at 880 Locust Ave., Long Beach, California. The meeting was broadcast 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 Chairperson, Terence Ulaszewski.

ROLL

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

Present: Sheryl Bender  
Terence Ulaszewski  
Linda Vaughan

STAFF MEMBERS TELEPHONICALLY PRESENT

Kenneth Kato, Executive Officer; Susan Leaming, Personnel Analyst; Gregory Robinson, Personnel Analyst; Dale Culton, Certification Services Manager; Mindi Ritter, Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Judith Alonso, Personnel Analyst; 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; Christopher Itson, Assistant Director Marketing and Media Services; Gilbert Bonilla Jr., CSEA Chapter 2 President; Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A; Julia Plascencia, CSEA Labor Relations Representative; Ruben Sosnowski, Production Specialist/Editor.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of June 17, 2021.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM  
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported beginning in October 2021, the Personnel Commission will begin to meet in person for meetings. Mr. Kato shared that the Commission meetings will continue to broadcast from the Office of Marketing and Multimedia Services until the end of September. Mr. Kato informed the Commission that the District COVID-19 protocols for mask wearing have changed and depends if the employee is vaccinated. Mr. Kato shared the summer high school intern has been selected to work at the Personnel Commission to learn the different aspects of the office.

Judith Alonso, Personnel Analyst, reported that staff continue to reach out to candidates on various platforms. Ms. Alonso shared that the Commission joined the Los Angeles Unified School District's virtual job fair on June 17 and a job fair webinar with Pacific Gateway Workforce Innovation Network on June 21. Ms. Alonso mentioned that a report generated from the LAUSD job fair showed the virtual booth received 180 participants. Ms. Alonso reported there are 42 recruitments in various stages of the examination process. Ms. Alonso also mentioned there were 56 eligibility lists produced in the last quarter. Ms. Alonso thanked the staff for their continued teamwork.

Jesus Rios Jr., Employment Services Supervisor, informed the Commissioners that the first week of summer school is almost complete. Mr. Rios thanked the coordinators from the different sites to make placements for the summer employees. Mr. Rios gave recognition to Susan Brister, Human Resources Technician, for all her work to get the 600 employee assignments online. Mr. Rios recognized Anne Follett, Human Resources Technician, who has been working on a project with Equity, Access, College and Career Readiness (EACCR) office. Ms. Follett has been assisting Christopher Borunda, Administrator, K-16 Collaborations and District Programs, with the employment processing of College Student Aides, Student Tutors, and the summer intern program. Mr. Rios informed the Commissioners that staff continues to send out certification lists, as well as the processing and fingerprinting new employees for the upcoming school year.

Dale Culton, Certification Services Manager, reported in the fall, three (3) Campus Security Officers that were on the re-employment list have accepted a new placement and will go from 75% FTE to 100% FTE.

Susan Leaming, Personnel Analyst, shared she has been working on a few classification items and will be on the next agenda.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Executive Secretary (C)
2. **RATIFY** job announcement bulletin for Heavy Truck-Bus-Automotive Mechanic
3. **RATIFY** job announcement bulletin for Human Resources Assistant
4. **RATIFY** job announcement bulletin for Kids' Club Assistant
5. **RATIFY** job announcement bulletin for Maintenance Manager

6. **RATIFY** job announcement bulletin for Maintenance Team Lead
7. **RATIFY** job announcement bulletin for Purchasing & Contracts Director
8. **RATIFY** job announcement bulletin for Recreation Aide
9. **RATIFY** job announcement bulletin for Senior Accounting Assistant
10. **RATIFY** job announcement bulletin for Senior Payroll Accounting Technician
11. **APPROVE** the certification of Carpenter (Revised) eligibility list 21-0102-0114 established 06/11/2021
12. **APPROVE** the certification of Chief Communications and Community Engagement Officer eligibility list 21-0137-5285 established 06/29/2021
13. **APPROVE** the certification of Custodian – Substitute Work Only eligibility list 21-0138-0139 established 07/02/2021
14. **APPROVE** the certification of Electrician eligibility list 21-0040-0161 established 06/30/2021
15. **APPROVE** the certification of Head Start Instructional Aide – Bilingual Spanish eligibility list 21-0071-5235 established 07/01/2021
16. **APPROVE** the certification of Instructional Aide – Educare – Bilingual Spanish eligibility list 21-0073-5206 established 07/01/2021
17. **APPROVE** the certification of Nutrition Services Supervisor I eligibility list 21-0099-5064 established 06/21/2021
18. **APPROVE** the certification of Nutrition Services Supervisor II eligibility list 21-0100-5065 established 06/21/2021
19. **APPROVE** the certification of Nutrition Services Worker eligibility list 21-0044-5068 established 06/25/2021
20. **APPROVE** the certification of Plumber eligibility list 21-0039-0242 established 06/25/2021
21. **APPROVE** the certification of Recreation Aide eligibility list 21-0152-5255 established 07/01/2021
22. **APPROVE** the certification of Speech/Language Pathology Assistant eligibility list 21-0117-5024 established 06/23/2021

Following discussion, a motion was made by Sheryl Bender, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to ratify items 1-10, and approve items 11-22 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 Mr. Ulaszewski corrected an error on the agenda regarding the date of the next Regular Meeting of Personnel Commission. He announced that the next Regular Meeting is scheduled for Thursday, July 15, 2021 at 8:15 a.m. at 880 Locust Ave. 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 8:29 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:45 a.m. and no reportable actions were taken.

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned at 8:46 a.m.