

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

MINUTES
Regular Meeting

March 25, 2021

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 25, 2021 at 8:20 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, Sheryl Bender.

ROLL

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

Present: Sheryl Bender
Terence Ulaszewski

Absent: Linda Vaughan

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; Mindi Ritter, Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Alejandra Torres, Human Resources Technician; Ashleigh Fernando, Human Resources Assistant; and Aisha Alex, Human Resources Assistant.

GUESTS TELEPHONICALLY PRESENT

Gilbert Bonilla Jr., CSEA Chapter 2 President, Enrique Chavez Garcia, CSEA Chapter 2 Vice President–Unit A; Gary Marshall, Multimedia Technology Supervisor; Ruben Sosnowski, Production Specialist/Editor; Appellant 23113093.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of March 11, 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, informed the Commission that the Board discussed the phased reopening of schools at the Board workshop held on March 16, 2021. Mr. Kato reported that staff has been working on creating eligibility lists for the positions needed to open schools and have been successful in filling vacancies. Mr. Kato recognized Mindi Ritter, Senior Administrative Secretary, for her assistance organizing and facilitating the first disciplinary appeal hearing held via Zoom. Mr. Kato also thanked Ashleigh Fernando, Human Resources Assistant, and Jesus Rios Jr., Employment Services Supervisor, for helping test the Zoom platform to assure the hearing was a success.

Judith Alonso, Human Resources Technician, reported 46 recruitments are in various stages of the examination process. Ms. Alonso shared she assisted Gregory Robinson, Personnel Analyst, and Vanessa Ortiz, Human Resources Technician, with the recent Heavy Truck Driver performance exam. Ms. Alonso thanked Steve Bui, Business Services Director, for finding a suitable location for the performance exam at Cal State Dominguez Hills and the California Academy of Math and Science (CAMS) staff for their hospitality. Ms. Alonso announced the Long Beach School for Adults has opened registration for the spring Building Maintenance Custodial Services class and Personnel Commission staff are available to assist the students.

Jesus Rios Jr., Employment Services Supervisor, informed the Commissioners that the summer school application period closed and 792 applications were received. Mr. Rios Jr. thanked Aisha Alex, Human Resources Assistant, and Ashleigh Fernando, Human Resources Assistant, for their continued efforts assisting applicants. Mr. Rios, Jr. reported that Susan Brister, Human Resources Technician, and Oralia Leyva, Human Resources Technician, sent out 691 classified performance evaluations to sites in the last month. Mr. Rios, Jr. shared an email from a school principal praising the successful efforts of Anne Follett, Human Resources Technician, and Silaue Taelifi, Human Resources Technician to staff sites. Mr. Rios Jr. thanked the recruitment and testing unit for opening recruitments and creating eligibility lists to fill vacancies in preparation for the re-opening of school sites.

Susan Leaming, Personnel Analyst, informed the Commission that the first virtual CalPERS retirement workshop will be held on April 22, 2021 and the registration form is available on the Personnel Commission website. Ms. Leaming mentioned that representatives from payroll and risk management will also be present at the workshop to answer questions.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Fleet Maintenance Manager (Extended)
2. **APPROVE** the certification of Custodian – Substitute Work Only eligibility list 21-0066-0139 established on 03/19/2021
3. **APPROVE** the certification of Executive Secretary (C) eligibility list 21-0075-0678 established 03/24/2021
4. **APPROVE** the certification of Instructional Aide Special eligibility list 21-0011-0448 established 03/09/2021

5. **APPROVE** the certification of Interim Director, Long Beach College Promise eligibility list 21-0085-0582 established 03/17/2021
6. **APPROVE** the certification of Recreation Aide eligibility list 20-0141-5255 established 03/22/2021
7. **APPROVE** the certification of Recreation Aide eligibility list 21-0088-5255 established 03/17/2021
8. **APPROVE** the certification of Recreation Aide eligibility list 21-0095-5255 established 03/24/2021
9. **APPROVE** the certification of Recreation Aide – Catalina Island eligibility list 20-0100-5255 established 03/19/2021
10. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 21-0079-5257 established 03/19/2021

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify item 1 and approve items 2-10 on the Consent Agenda.

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

OLD BUSINESS

None

NEW BUSINESS

1. **APPROVE** the recommendation to remove from eligibility list ID 23113093

Appellant 23113093 was in attendance. The Commission moved New Business Item 1 to closed session.

OTHER ITEMS

Commissioner Bender extended her wish to staff that the reopening of schools will go smoothly. Commissioner Ulaszewski commended staff for all of their work over the last year to keep eligibility lists current, fill vacancies and prepare for the reopening of schools.

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, April 8, 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 8:30 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 9:14 a.m. and the following reportable action was taken:

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to deny the appeal of Applicant ID 23113093.

<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 9:15 a.m.