

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

MINUTES

Regular Meeting

August 29, 2019

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, August 29, 2019 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, Sheryl Bender.

ROLL

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

Present: Sheryl Bender
 Linda Vaughan
 Terence Ulaszewski

STAFF MEMBERS
PRESENT

Kenneth Kato, Executive Officer; Dale Culton, Certification Services Manager; Judith Alonso, Human Resources Assistant; Gregg Robinson, Associate Personnel Analyst; Jesus Rios Jr., Employment Services Supervisor.

GUESTS

Gilbert Bonilla, CSEA Chapter 2 President; Chester Davidson, CSEA Chapter 2 Vice-President Unit B

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Ms. Vaughan, and seconded by Mr. Ulaszewski, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of August 15, 2019.

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

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, Personnel Commission, informed the Commission that staff has been busy filling substitute requests for the different Intermediate Office Assistant (IOA) positions and filled every request at this time.

Gregg Robinson, Associate Personnel Analyst, informed the Commission that the Recruitment and Testing team has continued to be very busy. He, along with Maria Braunstein, Personnel Analyst, have been meeting with District management staff to refresh examinations and gather information to fill vacancies in their departments. Mr. Robinson then listed the 29 recruitments that are in progress.

Jesus Rios Jr., Employment Services Supervisor, informed the Commission that they have been very busy staffing the school sites and thanked staff for their work on filling vacancies and substitutes.

Kenneth Kato, Executive Officer, informed the Commission that Susan Leaming, Personnel Analyst, has extended her leave until the end of the month and that some classification work will be on hold. He shared that Bill Ewing will be joining the Personnel Commission staff as a substitute for Susan and will be starting soon. Mr. Kato then recognized Judy Alonso, Human Resources Assistant, for working in a temporary upgrade for Pamela Brackman, Senior Administrative Secretary, who is currently unavailable.

CONSENT AGENDA

A motion was made by Ms. Vaughan, and seconded by Mr. Ulaszewski, and the motion carried with a unanimous vote of those present to ratify items 1-4 and approve items 5-12 on the Consent Agenda.

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

1. **RATIFY** job announcement bulletin for Contract Analyst
2. **RATIFY** job announcement bulletin for Instructional Aide – Educare BL Spanish
3. **RATIFY** job announcement bulletin for Purchasing Assistant
4. **RATIFY** job announcement bulletin for Senior Accounting Assistant
5. **APPROVE** the certification of Carpenter eligibility list 20-0004-0114 established 08/22/2019
6. **APPROVE** the certification of Instructional Assistant-School for Adults eligibility list 20-0002-0766 established 08/29/2019
7. **APPROVE** the certification of Recreation Aide eligibility list 20-0015-5255 established 08/30/2019
8. **APPROVE** the certification of Recreation Aide – Kids' Club eligibility list 20-0008-5257 established 08/30/2019

9. **APPROVE** the certification of Recreation Aide – WRAP eligibility list 20-0014-5261 established 08/30/2019
10. **APPROVE** the certification of School Safety Officer eligibility list 20-0009-5014 established 08/21/2019
11. **APPROVE** the certification of School Safety Officer eligibility list 19-0147-5014 established 08/21/2019
12. **APPROVE** the certification of Speech – Language Pathology Assistant eligibility list 19-0136-5024 established 08/22/2019

OLD BUSINESS	None
NEW BUSINESS	1. APPROVE the 1 st reading of the Revision to the Rules and Regulations of the Classified Service
OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, September 12, 2019 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.
CLOSED SESSION	The Personnel Commission retired into closed session at 8:26 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:00 a.m. and no reportable actions were taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 9:00 a.m.