

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

MINUTES

Regular Meeting

October 10, 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, October 10, 2019 at 8:18 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; Jesus Rios Jr., Employment Services Supervisor; Maria Lynn Braunstein, Personnel Analyst; Gregory Robinson, Associate Personnel Analyst; Judith Alonso, Human Resources Technician; Oralia Leyva, Human Resources Technician; Andrea Armas, Human Resources Technician and Susan Brister, Human Resources Technician

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 Mr. Ulaszewski, and seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of September 26, 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 the CPR/First Aid training courses will begin on December 13, 2019. He stated that there have been delays due to coordination difficulties, but that employees are

already-enrolling and there will be the same number of trainings offered-this school year.

Maria Lynn Braunstein, Personnel Analyst, informed the Commission of the open recruitments they currently have including Purchasing Assistant, Water/Boiler Treatment Specialist, Executive Secretary, Instructional Aide – Special, Welder, Child Care Worker, Elementary School Office Supervisor, Custodian, HVAC Technician, Stage Technician and Sign Language Interpreter. Ms. Braunstein stated that the Human Resources Assistant position also opened due to Judith Alonso accepting the last opening in the Recruitment and Testing Unit as a Human Resources Technician. Mrs. Braunstein went on to express her appreciation to staff for their great work on all the recruitments during these busy times.

Jesus Rios Jr., Employment Services Supervisor, stated that the first full pay period of the 2019-2020 school year concluded. It was more challenging because of the increased number of calls from schools and sites. He thanked staff for their work in answering questions and concerns and stated that he had received positive feedback from sites on their quick response time.

CONSENT AGENDA

A motion was made by Mr. Ulaszewski, and seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to ratify items 1-2 and approve items 3-5 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 Elementary School Office Supervisor
2. **RATIFY** job announcement bulletin for Student Data Systems Specialist
3. **APPROVE** the certification of Child Care Worker eligibility list 20-0032-5258 established 10/11/2019
4. **APPROVE** the certification of Electronics Technician eligibility list 20-0010-0110 established 10/01/2019
5. **APPROVE** the certification of Instructional Aide Special – BL Spanish eligibility list 20-0020-0450 established 10/03/2019

OLD BUSINESS

1. **APPROVE** the Revisions to the Rules and Regulations of the Classified Service (2nd Reading)

A motion was made by Mr. Ulaszewski and seconded by Ms. Bender, and the motion carried with a unanimous vote of those present to revise the Rules and Regulations of the Classified Service

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

NEW BUSINESS

1. **APPROVE** the following:
Revise the classification of Senior Health Assistant

Following discussion, a motion was made by Mr. Ulaszewski, seconded by Ms. Vaughan, and the motion carried with a unanimous vote of those present to revise the classification of Senior Health Assistant

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

OTHER ITEMS

None_

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 24, 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 8:27 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 9:13 a.m. and no reportable actions were taken.

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:13 a.m.