

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

MINUTES
Regular Meeting

August 11, 2022

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Vice-Chairperson, on Thursday, July 14, 2022 at 8:17 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 Vice-Chairperson, Sheryl Bender.

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; Dale Culton, Certification Services Manager; Jesus Rios Jr., Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; Jazmin Salgado, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Cynthia Young, Senior Director Early Childhood Education and Expanded Learning, Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A, Appellant 49727048, and Appellant CCW-KC.

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 June 30, 2022.

<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

Jesus Rios, Associate Personnel Analyst, reported that the unit is continuing to open recruitments and shared that there are 84 recruitments currently open, 11 of the recruitments are currently pending, 40 are currently accepting applications and 33 are in the testing and scoring stages.

Maria Braunstein, Personnel Analyst, introduced Veronica Bustamante, Human Resources Assistant, who will be filling the vacancy as the result of a recent promotion in the Recruitment and Testing Unit. Amy Van Fossen, Associate Personnel Analyst,

introduced Jazmin Salgado, Human Resources Technician, as an additional staff member to the Personnel Commission, who will be assigned to examinations and appointments in the departments of WRAP, Head Start, and the Child Development Centers.

Oralia Leyva Leonor, Employment Services Supervisor, recognized and thanked the staff in the Certification Unit for their work on the appointment for regular positions and summer school opportunities. Ms. Leonor and Mr. Rios reported that the assignments for the Long Beach Unified School District summer school programs have been busy this year.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for ASB Financial Technician
2. **RATIFY** job announcement bulletin for Grounds Crew Supervisor
3. **RATIFY** job announcement bulletin for Grounds Equipment Operator I
4. **RATIFY** job announcement bulletin for Grounds Equipment Operator II
5. **RATIFY** job announcement bulletin for Grounds Equipment Operator II/Driver
6. **RATIFY** job announcement bulletin for Head Start Family Services Liaison
7. **RATIFY** job announcement bulletin for Instructional Aide – Special
8. **RATIFY** job announcement bulletin for Network Specialist
9. **RATIFY** job announcement bulletin for Nutrition Services Manager
10. **RATIFY** job announcement bulletin for Translator-Interpreter – BL Spanish
11. **RATIFY** job announcement bulletin for Transportation Scheduler
12. **RATIFY** job announcement bulletin for Warehouse Supervisor
13. **APPROVE** the certification of Custodian eligibility list 22-0191-0139 established 07/15/2022
14. **APPROVE** the certification of HVAC Technician eligibility list 22-0212-5103 established 07/11/2022
15. **APPROVE** the certification of HVAC Technician eligibility list 22-0282-5103 established 07/11/2022
16. **APPROVE** the certification of Instructional Aide – Special eligibility list 22-0291-0448 established 07/07/2022
17. **APPROVE** the certification of Instructional Warehouse Assistant eligibility list 22-0031-3353 established 07/08/2022

18. **APPROVE** the certification of Intermediate Nutrition Services Worker eligibility list 22-0228-5058 established 07/15/2022
19. **APPROVE** the certification of Sign Language Interpreter eligibility list 22-0168-5214 established 06/28/2022
20. **APPROVE** the certification of Textbook/Library Services Supervisor eligibility list 22-0266-5197 established 07/05/2022

Following discussion, 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 items 1-12 and approve items 13-20 on the Consent Agenda.

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

NEW BUSINESS

1. **APPROVE** the Revision of a Classification – Kids' Club Lead Assistant

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve New Business Item 1.

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

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

Mr. Kato provided an overview of New Business Item 2 and also stated this is the Commission receiving the first reading and will be brought forward for a second reading and approval at the next Commission meeting. No vote was taken to approve the changes to the Rules and Regulations.

3. **APPROVE** the Recommendation to Remove from Eligibility List – Child Care Worker

New Business Item 3 was moved into closed session.

4. **APPROVE** the Recommendation to Remove from Eligibility List ID 49727048

New Business Item 4 was moved into closed session.

OLD BUSINESS

1. **APPROVE** the following: Revision to the *Rules and Regulations of the Classified Service* (Second Reading)

Following discussion, a motion for Old Business Item 1 was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve Old Business Item 1.

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

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 28, 2022 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 8:48 a.m.

1. **APPROVE** the recommendation to remove from Eligibility List Child Care Worker

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to grant the appeal of Eligibility List Child Care Worker and allow the candidate to move forward in the recruitment process.

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

2. **APPROVE** the recommendation to remove from Eligibility List ID 49727048

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation to remove Applicant ID 49727048 from the current eligibility list and allow the applicant to reapply the next time the recruitment is open.

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

OPEN SESSION

The Personnel Commission returned to open session at 9:00 a.m. with no reportable actions.

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:01 a.m.