



**PERSONNEL BOARD
REGULAR MEETING AGENDA**

**Monday, April 6, 2026
5:30 p.m.**

2180 Milvia Street, 1st Floor Cypress Conference Room, Berkeley, CA 94704

Commission Members:

Chair Nic O'Loughlin, Vice-Chair Robert Dixon, Commissioner Darryl Bartlow, Commissioner Aviva Gilbert, Commissioner Maya Karpinski, Commissioner Mary Kay Lacey, Commissioner Jenny Wenk

This meeting will be conducted in a hybrid model with both in-person and virtual attendance. To attend this meeting remotely, use the following link: <https://cityofberkeley-info.zoomgov.com/j/1606722067?pwd=ykq7Cvx2p7Mr3IE0BHhbDc4bMbJcye.1>

To request to speak, use the “raise hand” function in Zoom. To join by phone: Dial 1-669-254-5252 or 1-833-568-8864 (Toll Free) and enter Meeting ID: 160 058 0487, Passcode: 429732. To provide public comment, Press *9 and wait to be recognized by the Chair. To submit a written communication for the public record, email hr@berkeleyca.gov.

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting, however, if you are feeling sick, please do not attend the meeting in person. Questions regarding this matter may be addressed to Janelle Rodrigues, jrodrigues@berkeleyca.gov.

Roll Call

Public Comment on Non-Agenda Matters

Minutes for Approval

Draft minutes for the Commissions consideration and approval.

1. Minutes of March 2, 2026

From: Janelle Rodrigues, Commission Secretary

Recommendation: Approve the draft minutes of the March 2, 2026, meeting.

Chairperson's Report

The Commission Chair may make announcements or provide information to the Commission in the form of an oral report. The Commission will not take action on such items but may request the items be placed on a future agenda for discussion.

Commission Action Items

*The public may comment on each item listed on the agenda for action as the item is taken up. Following review and discussion of the items listed below, the Commission may continue an item to a future Commission meeting. **No Action can be taken on items that are not noticed on the published agenda.***

2. Adopt a Recommendation to Extend Temporary Appointment – Rachel Gonzalez, Health Services Supervisor, Health Housing and Community Services

From: Janelle Rodrigues, Director of Human Resources

Recommendation: Adopt a recommendation to extend the temporary appointment of Rachel Gonzalez, Health Services Supervisor, Health Housing and Community Services

Information Items

3. General Updates

From: Janelle Rodrigues, Director of Human Resources

Committee Updates

Items for Future Agendas

These items are not scheduled for discussion or action at this meeting. The Commission may schedule these items to the Action Calendar of a future Commission meeting.

- **Requests by Commission members to add items to the next agenda**

Adjournment

Notices

Notice of Public Record

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: E-mail addresses, names, addresses, and other contact information are not required but, if included in any communication to a City board, commission, or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission, or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission, or committee for further information.

Any writings or documents provided to a majority of the commission regarding any item on this agenda will be made available for public inspection at the Human Resources Department located at 2180 Milvia Street, Berkeley, California, 94704.

Video and audio recordings of the Personnel Board meetings are available upon request. Please contact the Commission Secretary at hr@berkeleyca.gov or 510-981-6800 to obtain a recording.



Communication Access Information

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at ada@berkeleyca.gov, (510) 981-6418 (V), or (510) 981-6347 (TDD) at least three business days before the meeting date. Attendees at public meetings are reminded that other attendees may be sensitive to various scents, whether natural or manufactured, in products and materials. Please help the City respect these needs.

Certification of Public Posting

I hereby certify that the agenda for this meeting of the Berkeley City Commission was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on **Friday, April 3, 2026.**

A handwritten signature in black ink, appearing to read 'Janelle Rodrigues', written in a cursive style.

Janelle Rodrigues, Director of Human Resources

**CITY OF BERKELEY
PERSONNEL BOARD
MEETING MINUTES**

MEETING DATE

March 2, 2026

CALL TO ORDER

5:33 p.m.

ROLL CALL

5:33 p.m.

Personnel Board Commissioners

Present

Darryl Bartlow

Robert Dixon (Vice Chair)

Mary Kay Lacey

Jenny Wenk

Absent

Aviva Gilbert

Maya Karpinski

Nic O'Loughlin (Chair) (excused absence)

City Staff

Nathan Dahl (Assistant to City Attorney)

Janelle Rodrigues (Director of Human Resources)

Benita Torres (Assistant Management Analyst)

Monica Walker (Human Resources Manager)

Members of the Public

None

ACTION ITEMS

1. Approval of Minutes of Meeting on January 12, 2026

Action: MSC (Wenk, Lacey) to approve minutes of January 12, 2026

Vote

Ayes: Bartlow, Dixon, Lacey, Wenk

Noes: None

Abstains: None

Absent: Gilbert, Karpinski, O'Loughlin

2. Approval of Minutes on Meeting of February 2, 2026

Action: MSC (Dixon, Lacey) to approve of Minutes of February 2, 2026

Vote

Ayes: Bartlow, Dixon, Lacey, Wenk
Noes: None
Abstains: None
Absent: Gilbert, Karpinski, O'Loughlin

3.Recommendation to Extend Temporary Appointment—Daryna Loch, Assistant Management Analyst, City Attorney's Office

Action: MSC (Lacey, Wenk) to approve recommendation to Extend Temporary Appointment—Dayna Loch, Assistant Management Analyst, City Attorney's Office

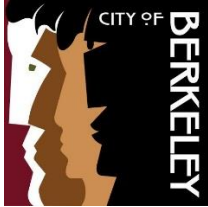
Vote

Ayes: Bartlow, Dixon, Lacey, Wenk
Noes: None
Abstains: None
Absent: Gilbert, Karpinski, O'Loughlin

INFORMATION ITEMS:

6) General Updates – Director of Human Resources

7) Adjournment 6:04 pm



PERSONNEL BOARD
April 6, 2026

To: Members of the Personnel Board

From: Janelle Rodrigues, Director of Human Resources

Subject: Adopt a Recommendation to Extend the Temporary Appointment of Rachel Gonzalez, Health Services Supervisor, Health Housing and Community Services

RECOMMENDATION

Adopt a recommendation to extend the temporary appointment of Rachel Gonzalez, Health Services Supervisor, Health Housing and Community Services, for a total of 25 months through pay period ending October 24, 2026.

CURRENT SITUATION AND ITS EFFECTS

The temporary Health Services Supervisor (HSS) position is essential to maintaining effective operations at the West Berkeley Family Wellness Center (WBFWC). This position provides oversight for approximately nine Public Health programs, including direct supervision of staff and management of associated program budgets. In addition to program administration, the HSS is responsible for facility operations and the coordination of community-facing events and classes held at the WBFWC.

The HSS is currently serving as an underfill for the vacant Supervising Public Health Nurse (SPHN) position. Recruitment for the SPHN role has been challenging, resulting in an extended vacancy. Without temporary HSS support, the Center would lack the necessary administrative and supervisory capacity to ensure compliance, operational continuity, and effective program delivery. Maintaining this temporary position is therefore critical to sustaining essential public health services at the WBFWC while recruitment for the permanent SPHN continues.

Employee: Rachel Gonzalez

Career Classification: Senior Health Program Services Supervisor (PCN 3394)

Temporary/Provisional Classification: Health Services Supervisor (PCN 4609)

Temporary (Provisional) Start Date: September 15, 2024

Proposed Extension End Date: Pay Period Ending October 24, 2026 (25 months)

Extension Requisition: 2026-03008

BACKGROUND

Per Personnel Rules and Regulations Section 9.07, “Temporary appointments for work schedules of twenty to forty hours per week may be made for a period up to six (6) months. This time limitation may be extended by the City for an additional nineteen (19) months, if approved by the Personnel Board...”

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects of opportunities associated with the subject of this report.

RECOGNIZED EMPLOYEE ORGANIZATION

The classifications of Health Services Supervisor and Senior Health Program Services Supervisor are represented by Public Employees Union, Local One.

RATIONALE FOR RECOMMENDATION

Maintaining the temporary Health Services Supervisor position is essential to ensure ongoing administrative and supervisory oversight for multiple Public Health programs at the West Berkeley Family Wellness Center while the hard-to-fill Supervising Public Health Nurse position remains vacant.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Janelle Rodrigues, Director of Human Resources, (510) 981-6807