

**CITY OF BERKELEY**  
**MEETING OF THE PERSONNEL BOARD**  
1301 Shattuck Avenue  
Live Oak Community Center, Fireside Room  
Berkeley, CA 94704  
April 1, 2024  
7:00 P.M.

Secretary: Aram Kouyoumdjian, Human Resources Director  
2180 Milvia Street, First Floor, Berkeley, CA 94704  
(510) 981-6800  
[hr@berkeleyca.gov](mailto:hr@berkeleyca.gov)

**MEETING MINUTES**

- I. Call to Order 7:01 pm
- II. Roll Call 7:01 pm

Members Present: Robert Dixon (Chair)  
Aviva Gilbert (Vice Chair)  
Darryl Bartlow  
Maya Karpinski  
Nic O'Loughlin  
Jenny Wenk

Members Absent: Mary Kay Lacey

Staff Present: Aram Kouyoumdjian (Director of Human Resources)  
Monica Walker (Human Resources Manager)  
Benita Torres (Office Specialist II)

Public Attendance: None

- III. Public Comments None

**ACTION ITEMS:**

- IV. Approval of Minutes of Meeting on March 4, 2024 with Corrections

**Action:** MSC (Karpinski, Bartlow) to approve the minutes of the meeting on March 4, 2024.

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

- V. Recommendation to Revise Job Class Specification – Paramedic (R)

**Action:** MSC (Wenk, Bartlow) to approve recommendation to Revise Job Class Specification – Paramedic (R)

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

VI. Recommendation to Revise Job Class Specification and Salary Range-Legislative Aide

**VII. Action:** MSC (Dixon, O'Loughlin) to approve recommendation to Revise Job Class Specification and Salary Range-Legislative Aide with Language Changed from "Affairs" to "Work"

**Vote:** Ayes: Dixon, Gilbert, O'Loughlin  
Noes: Bartlow, Wenk  
Abstains: Karpinski  
Absent: Lacey

VIII. Recommendation to Approve New Personnel Rule 11.09-Reinstatement of Sick Leave

**Action:** MSC (Gilbert, Karpinski) to approve recommendation to Approve New Personnel Rule 11.09-Reinstatement of Sick Leave

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

**INFORMATION ITEMS:**

IX. Report by Director of Human Resources – Discussion Only

X. Copy of Berkeley Matters – Discussion Only

XI. Adjournment 7:52 PM