

CITY OF BERKELEY
MEETING OF THE PERSONNEL BOARD
1301 Shattuck Avenue
Live Oak Community Center, Fireside Room
Berkeley, CA 94704
December 2, 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

MEETING MINUTES

I. Call to Order 7:01 pm

II. Roll Call 7:01 pm

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

Members Absent: None

Staff Present: Anne Cardwell (Deputy City Manager)
Brendan Darrow (Assistant City Attorney)
Aram Kouyoumdjian (Director of Human Resources)
David Sprague (Fire Chief)
Benita Torres (Assistant Management Analyst)
Monica Walker (Human Resources Manager)
Chaka Young (Employee Relations Manager)

Public Attendance: Sherry Jackson (SEIU MCU Union Representative)

Public Comments: Chair Robert Dixon announces the upcoming election for Personnel Board Chair and Vice Chair. The election will take place in the month of February. A detailed description of duties for officers can be found on page 37 of the Commissioner's Manual.

ACTION ITEMS:

III. Approval of Minutes of Meeting on November 4, 2024

Action: MSC (Wenk, Lacey) to approve the minutes of the meeting on November 4, 2024

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

IV. Recommendation to Revise Job Class Specification—Fire Apparatus Operator

Action: MSC (Wenk, Bartlow) to approve recommendation to Revise Job Class Specification—Fire Apparatus Operator

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

V. Recommendation to Revise Job Class Specification—Senior Information Systems Specialist

Action: MSC (Lacey, Bartlow) to approve recommendation to Revise Job Class Specification—Senior Information Systems Specialist

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

INFORMATION ITEMS:

- VI. Report by Director of Human Resources – Discussion Only
- VII. Copy of Berkeley Matters – Discussion Only
- VIII. Closed Session: Unrepresented Employee Appeal of Proposed Termination
- IX. Adjournment 8:57 pm