

**CITY OF BERKELEY
PERSONNEL BOARD MINUTES
DATE: February 4, 2019 TIME: 7:00 P.M.**

**Secretary: LaTanya Bellow, Human Resources Department
2180 Milvia Street, First Floor, Berkeley, CA 94704
(510) 981-6800 E-mail: LBellow@cityofberkeley.info**

MEETING MINUTES

I. Call to Order time: 7:02pm

II. Roll Call

Members Present: Jenny Wenk (Chair), Sharon Kidd (Vice-Chair), Darryl Bartlow, Robert Dixon, Dru Howard, Melanie Popper, Mary Kay Lacey (late 7:18pm)

Members Absent: Al Murray, Jennifer Hunt

Staff Present: LaTanya Bellow, Aimee Reeder, Kimberly Castillo, Wilhelmina Parker, Ravinder Rangi (Human Resources); Denise Brown (PRW); Teresa Berkeley (Budget); Sandra Lewis (SEIU & Finance); Jenny Seay (SEIU & HHCS)

Public Present: Jose Martinez (SEIU)

III. Public Comments: none

ACTION ITEMS:

IV. Approval of Minutes of Meeting on January 7, 2019

Action: MSC: (Kidd/Howard) to approve the minutes of the meeting on January 7, 2019

Vote: Ayes: 6
 Noes: 0
 Abstains: 0

Absent: Al Murray, Jennifer Hunt, Mary Kay Lacey (late 7:18pm)

V. Election of Jenny Wenk (Chair) and Sharon Kidd (Vice-Chair)

Action: MSC: (Dixon/Bartlow) to approve the election of Jenny Wenk (Chair) and Sharon Kidd (Vice-Chair)

Vote: Ayes: 5
 Noes: 0
 Abstains: 1

Absent: Al Murray, Jennifer Hunt, Mary Kay Lacey

VI. Recommendation to Revise the Aquatics Coordinator Classification

MSC: (Dixon/Kidd) to approve the recommendation to revise the Aquatics Coordinator Classification

Vote: Ayes: 6
Noes: 0
Abstains: 0

Absent: Al Murray, Jennifer Hunt, Mary Kay Lacey

VII. Request for Extension of Provisional Senior Management Analyst

Action: MSC: (Kidd/Popper) to approve request for extension of Provisional Senior Management Analyst

Vote: Ayes: 6
Noes: 0
Abstains: 0

Absent: Al Murray, Jennifer Hunt, Mary Kay Lacey

VIII. Request for Extension of Temporary Director of Health Housing and Community Services

Action: MSC: (Dixon/Kidd) to approve request for extension of Temporary Director of Health Housing and Community Services

Vote: Ayes: 7
Noes:
Abstains:

Absent: Al Murray and Jennifer Hunt

INFORMATION ITEMS:

IX. Director's Report - Update from HR Director -- Discussion Only

X. Recruitment Report

XI. Temporary Employee Report - Update on Number of Temporary Employees and Current Status – Discussion Only

XII. Copies of Berkeley Matters - Discussion Only

XIII. New Agenda Items: Discussion of Items to be Placed on the Next Agenda – Discussion Only

- a. Ethics Report
- b. Meet 10 months, not 11 months per year (cancel July meeting)
- c. HHCS rep explains Community Services

XIV. Adjournment time: 8:36 pm