

**CITY OF BERKELEY
PERSONNEL BOARD MINUTES
DATE: March 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**

I. Call to Order - 7:05 p.m.

II. Roll Call

Members Present: Jenny Wenk (Chair), Sharon Kidd (Vice-Chair), Darryl Bartlow, Dru Howard, Mary Kay Lacey, Melanie Popper (Late 7:08 PM)

Members Absent: Robert Dixon (excused absence); Jennifer Hunt; Al Murray

Staff Present: LaTanya Bellow (Director of Human Resources); Katherine Cabrera, Matthan Churchill (Human Resources); Nathan Dahl, Jenny Seay (SEIU & HHCS); Sandra Lewis (SEIU & Finance); Denise Brown (PRW); Phil Harrington (Director of Public Works); Kelly Wallace (Deputy Director of HHCS); Davina The, Emily Teruya, Rosario Riche (Finance)

Public Attendance: None

III. Public Comments: Salary Equity Analysis for Accountant II Series (Nathan Dahl, HHCS)

ACTION ITEMS:

IV. Approval of Minutes of Meeting on February 4, 2019

Action: MSC: (Kidd/Howard) to approve the minutes of the meeting on February 4, 2019

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

V. Request for Extension of Temporary Animal Services Assistant

Action: MSC: (Lacey/Bartlow) to approve Request for Extension of Temporary Animal Services Assistant

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

VI. Request for Extension of Temporary Customer Services Specialist II

Action: MSC: (Kidd/Popper) to approve Request for Extension of Temporary Customer Services Specialist II

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper

Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

VII. Request for Extension of Temporary Accounting Office Specialist III

Action: MSC: (Lacey/Kidd) to approve Request for Extension of Temporary Accounting Office Specialist III

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

VIII. Request for Extension of Temporary Accounting Office Specialist Supervisor

Action: MSC: (Wenk/Kidd) to approve Request for Extension of Temporary Accounting Office Specialist Supervisor

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

IX. Request for Extension of Temporary Senior Management Analyst

Action: MSC: (Kidd/Barlow) to approve Request for Extension of Temporary Senior Management Analyst

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

X. Request for Extension of Temporary Public Works Operations Manager

Action: MSC: (Lacey/Kidd) to approve Request for Extension of Temporary Public Works Operations Manager

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

XI. Request for Extension of Provisional Hazardous Materials Manager

Action: MSC: (Kidd/Popper) to approve Request for Extension of Provisional Hazardous Material

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
Noes: None
Abstains: None
Absent: Dixon, Hunt, Murray

XII. Request for Extension of Temporary Forestry Technician

Action: MSC: (Popper/Howard) to approve Request for Extension of Temporary Forestry Technician

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
 Noes: None
 Abstains: None
 Absent: Dixon, Hunt, Murray

XIII. Recommendation to Revise the Aquatics Facilities Supervisor Classification

Action: MSC: (Kidd/Lacey) to approve Recommendation to Revise the Aquatics Facilities Supervisor Classification

Vote: Ayes: Wenk, Kidd, Bartlow, Howard, Lacey, Popper
 Noes: None
 Abstains: None
 Absent: Dixon, Hunt, Murray

INFORMATION ITEMS:

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

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

XVI. Copies of Berkeley Matters – Discussion Only

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

 a. Review Unrepresented Temporary Employee Report for Accuracy

XVIII. Adjournment - 8:29 PM