

CITY OF BERKELEY
MEETING OF THE PERSONNEL BOARD
1301 Shattuck Avenue
Live Oak Community Center, Fireside Room
Berkeley, CA 94704
July 8, 2024
7:00 P.M.

Secretary: Aram Kouyoumdjian, Human Resources Director
2180 Milvia Street, First Floor, Berkeley, CA 94704
(510) 981-6800
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MEETING MINUTES

I. Call to Order 7:00 pm

II. Roll Call 7:00 pm

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

Members Absent: Aviva Gilbert (Vice Chair)

Staff Present: Aram Kouyoumdjian (Director of Human Resources)
Monica Walker (Human Resources Manager)
Chaka Young (Employee Relations Manager)
Benita Torres (Assistant Management Analyst)
Colin Arnold (Assistant Fire Chief II)
Samuel Harvey (Deputy City Attorney IV)

Public Attendance: Rebecca Webb (SEIU MCU Union Representative)
Sherry Jackson (SEIU MCU Union Representative)

III. Public Comments None

ACTION ITEMS:

IV. Approval of Minutes of Meeting on June 3, 2024

Action: MSC (Dixon, Lacey) to approve the minutes of the meeting on June 3, 2024 with corrections to Sherry Jackson's union affiliation

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

V. Recommendation to Revise Job Class Specification – Mail Services Aide

Action: MSC (Bartlow, Karpinski) to approve recommendation to Revise Job Class Specification – Mail Services Aide

Vote: Ayes: Bartlow, Dixon, Karpinski, Lacey, O'Loughlin, Wenk

Noes: None
Abstains: None
Absent: Gilbert

VI. Recommendation to Establish Job Classifications and Salary – Veterinarian

VII. **Action:** MSC (Wenk, O'Loughlin) to approve recommendation to Establish Job Classifications and Salary – Veterinarian

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

VIII. Recommendation to Establish Job Class Specification and Salary – Public Health Investigator

Action: MSC (Dixon, Wenk) to approve recommendation to Establish Job Class Specification and Salary – Public Health Investigator with “ability to communicate in languages that are reflective of the community served” added in the Job Class Specification

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

IX. Recommendation to Establish Job Class Specification and Salary – Assistant Fire Inspector

X. **Action:** MSC (Bartlow, Karpinski) to approve recommendation to Establish Job Class Specification and Salary – Assistant Fire Inspector

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

XI. Closed Session: Unrepresented Employee Appeal of Proposed Five-Day Suspension

Action: No reportable action taken.

XII. Adjournment 8:54 PM