

CITY OF BERKELEY
MEETING OF THE PERSONNEL BOARD
1301 Shattuck Avenue
Live Oak Community Center, Fireside Room
Berkeley, CA 94704
April 7, 2025
7:00 P.M.

Secretary: Monica Walker, Interim Director of Human Resources
2180 Milvia Street, First Floor, Berkeley, CA 94704
(510) 981-6800
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MEETING MINUTES

I. Call to Order 7:03 pm

II. Roll Call 7:03 pm

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

Members Absent: None

Staff Present: Tony Cook (Fire Apparatus Operator)
Jonathan Fischer (Deputy Fire Chief)
David Gabriner (Fire Captain II)
Ronald Nevels (Manager of Engineering)
Zoe Peirce (Fire Apparatus Operator)
Benita Torres (Assistant Management Analyst)
Monica Walker (Interim Human Resources Director)

Public Attendance: Sherry Jackson (SEIU-MC Union Representative)
Justin Pitcher (Local One Union Representative)

Public Comments: None

ACTION ITEMS:

III. Approval of Minutes of Meeting on March 3, 2025

Action: MSC (Wenk, O'Loughlin) to approve the minutes of the meeting on March 3, 2025 with corrections to language under Public Comments to read as follows, Chair Aviva Gilbert will resign from her position as Chair upon the election of a new Chair in the next personnel board meeting.

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

IV. Recommendation to Establish Job Class Specification and Pay Scale—Fire Mechanic Lead

Action: MSC (Lacey, O'Loughlin) to approve recommendation to Establish Job Class Specification and Pay Scale—Fire Mechanic Lead

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

V. Recommendation to Revise Job Class Specification—Engineering Inspector

Action: MSC (Wenk, Dixon) to approve recommendation to Revise Job Class Specification—Engineering Inspector

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

VI. Recommendation to Add 5% Differential to Program Manager I Assigned to CMO

Action: MSC (Dixon, Bartlow) to approve recommendation to Add 5% Differential to Program Manager I Assigned to CMO

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

VII. Recommendation to Revise the Personnel Rules and Regulations Manual to add Section 9.02.1 Promotion—Salary Step Placement

Action: MSC (Wenk, Gilbert) to approve recommendation to Revise the Personnel Rules and Regulations Manual to add Section 9.02.1 Promotion—Salary Step Placement

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

VIII. Election of Chair

Action: MSC (Dixon, Wenk) to nominate Nic O'Loughlin as Chair

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

IX. Election of Vice Chair

Action: MSC (O'Loughlin, Dixon) to nominate Robert Dixon as Vice Chair

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

INFORMATION ITEMS:

X. Report by Interim Director of Human Resources – Discussion Only

XI. Copy of Berkeley Matters – Discussion Only

XII. Adjournment 8:27 pm