

CITY OF BERKELEY  
MEETING OF THE PERSONNEL BOARD

\*\*\* NEW LOCATION \*\*\*

1301 Shattuck Avenue  
Live Oak Community Center, Fireside Room  
Berkeley, CA 94704

DATE: September 11, 2023 TIME: 7:00 P.M.

Secretary: Aram Kouyoumdjian, Human Resources Department  
2180 Milvia Street, First Floor, Berkeley, CA 94704  
(510) 981-6800 E-mail: [akouyoumdjian@cityofberkeley.info](mailto:akouyoumdjian@cityofberkeley.info)

MEETING MINUTES

I. Call to Order 7:04 P.M.

II. Roll Call

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

Members Absent: Maya Karpinski

Staff Present: Aram Kouyoumdjian (Director of Human Resources); Monica Walker (Human Resources Manager); Jessica Lewis (Human Resources)

Public Attendance: None

III. Public Comments

Cordell Hindler: For next month's agenda, the personnel board should direct staff to work with a firm to host a retreat to go over the expectations for 2024. Also, I am in full support of the graphic designer on the agenda.

**ACTION ITEMS:**

IV. Approval of Minutes of Meeting on August 7, 2023

**Action:** MSC: (Wenk/Lacey) to approve the minutes of the meeting on August 7, 2023.

**Vote:** Ayes: Bartlow, Dixon, Gilbert, Lacey, O'Loughlin, Wenk

Noes: None

Abstains: None

Absent: Karpinski

V. Recommendation to Establish Classification and Salary Range – Graphic Designer

**Action:** MSC: (Bartlow/ O'Loughlin) to approve the Recommendation to Establish Classification and Salary Range – Graphic Designer

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

**INFORMATION ITEMS:**

- VI. Director's Report – Updates from HR Director – Discussion Only
- VII. Copy of Berkeley Matters – Discussion Only
- VIII. Adjournment                      7:51 PM