

CITY OF BERKELEY
MEETING OF THE PERSONNEL BOARD

*** NEW LOCATION ***

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

DATE: June 5, 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

MEETING MINUTES

I. Call to Order 7:03 P.M.

II. Roll Call

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

Members Absent: Maya Karpinski, Nic O'Loughlin

Staff Present: Aram Kouyoumdjian (Director of Human Resources); Monica Walker (Human Resources Manager); Jessica Lewis (Human Resources); Jennifer Louis (Chief of Police); Ron Nevels (Supervising Civil Engineer); Leticia Jauregui (PW Operations Manager)

Public Attendance: None

III. Public Comments

Cordell Hindler: "For a future agenda, the personnel board should consider hosting a retreat to go over the goals for the remainder of 2023. Also, I am in full support of the items on the agenda [sic]".

ACTION ITEMS:

IV. Approval of Minutes of Meeting on May 1, 2023

Action: MSC: (Gilbert/Wenk) to approve the minutes of the meeting on May 1, 2023.

Vote: Ayes: Bartlow, Dixon, Gilbert, Lacey, Wenk

Noes: None

Abstains: None

Absent: Karpinski, O'Loughlin

V. Recommendation to Amend Assistant to the City Attorney Job Class Specification

Action: MSC: (Wenk/Lacey) to approve the Recommendation to Amend Assistant to the City Attorney Job Class Specification

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

VI. Recommendation to Amend Junior Public Works Engineer and Assistant Public Works Engineer Job Class Specifications

Action: MSC: (Gilbert/Wenk) to approve the Recommendation to Amend Junior Public Works Engineer and Assistant Public Works Engineer Job Class Specifications

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

VII. Recommendation to Amend Drafting Technician and Senior Drafting Technician Job Class Specifications

Action: MSC: (Wenk/Bartlow) to approve the Recommendation to Amend Drafting Technician and Senior Drafting Technician Job Class Specifications

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

VIII. Recommendation to Amend Solid Waste Worker Job Class Specification

Action: MSC: (Lacey/Wenk) to approve the Recommendation to Amend Solid Waste Worker Job Class Specification

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

IX. Recommendation to Amend Public Safety Dispatcher I and Public Safety Dispatcher II Job Class Specifications

Action: MSC: (Dixon/Lacey) to approve the Recommendation to Amend Public Safety Dispatcher I and Public Safety Dispatcher II Job Class Specifications

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

X. Recommendation to Establish Deputy Police Chief Job Class Specification and Salary Range

Action: MSC: (Bartlow/Gilbert) to approve the Recommendation to Establish Deputy Police Chief Job Class Specification and Salary Range

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

INFORMATION ITEMS:

- XI. Employer of Choice Initiative – Discussion Only
- XII. Director's Report – Updates from HR Director – Discussion Only
- XIII. Copy of Berkeley Matters – Discussion Only
- XIV. Adjournment 8:08 PM