

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Avenue
Lakewood, CA 90713

MINUTES

Regular Meeting

August 1, 2019

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, August 1, 2019 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

PLEDGE OF
ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Chairperson, Sheryl Bender.

ROLL

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
 Terence Ulaszewski

STAFF MEMBERS
PRESENT

Ken Kato, Executive Officer; Maria Lynn Braunstein, Personnel Analyst; Pamela Brackman, Senior Administrative Secretary; Dale Culton, Certification Services Manager; Judith Alonso, Human Resources Assistant; Susan Brister, Human Resources Technician; Silaue Taeleifi, Human Resources Technician; Anne Follett, Human Resources Technician; Aaron Dominguez, Human Resources Technician; Jesus Rios Jr., Employment Services Supervisor.

GUESTS

Vaurice Scott, CSEA Vice President – Unit A

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Ms. Ulaszewski, and seconded by Ms. Bender, and the motion carried with a unanimous vote of those present to approve the minutes of the Regular Meeting of July 18, 2019.

| <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| Sheryl Bender | X | | |
| Terence Ulaszewski | X | | |

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, Personnel Commission, informed the Commission that the weather had been cooler as prior weeks had higher temperatures. New staff were informed of the protocols of taking breaks, drinking water and utilizing fans and the two air conditioned rooms that are available at the site. Mr. Kato continued that New Employee Orientations were about to be completed for school staff this summer,

including Recreation Aides, and that orientations for the rest of the year will be scheduled.

Maria Lynn Braunstein, Personnel Analyst, informed the Commission that there continued to be a great deal of testing, including Plant Utilities Operator that was testing that morning. In addition, a few hundred people tested last week for the Intermediate Office Assistant classifications and the cafeteria was utilized for larger groups in the mornings and testing was moved to another location in the afternoon. Ms. Braunstein stated that they had begun advertising for unique positions, including the Administrator, K-16 Collaborations & External Programs position. She expressed appreciation for the staff support during these busy times to get our schools ready for the next school year.

Dale Culton, Certification Services Manager, introduced Jesus Rios Jr. as the new Employment Services Supervisor for the Personnel Commission. In addition, he thanked staff for the additional support that they demonstrated during the time that Mary Cates retired and Mr. Rios began. Mr. Jesus Rios Jr. introduced himself stating that he has his degree in Human Resources Management from Cal State Long Beach and had begun his career at the LBUSD Human Resources Office as a Human Resources Assistant. He expressed that his experience had been with certificated staff and that he was looking forward to working with classified staff and working with everyone at Personnel Commission in hopes of providing the best possible classified personnel available.

Kenneth Kato, Executive Officer, stated that there were no new developments with Classification.

CONSENT AGENDA

A motion was made by Mr. Ulaszewski, and seconded by Ms. Bender, and the motion carried with a unanimous vote of those present to ratify items 1-2 and approve items 3-5 on the Consent Agenda.

| <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| Sheryl Bender | X | | |
| Terence Ulaszewski | X | | |

1. **RATIFY** job announcement bulletin for Electronics Technician
2. **RATIFY** job announcement bulletin for Telecommunications Technician
3. **APPROVE** the certification of Physician Services Technician eligibility list 19-0149-5139 established 07/30/2019
4. **APPROVE** the certification of Nutrition Services Worker eligibility list 19-0143-5068 established 08/01/2019
5. **APPROVE** the certification of Recreation Aide-Kids' Club eligibility list 20-0001-5257 established 08/02/2019

OLD BUSINESS

1. **RECONSIDER** the request for Hearing in a Disciplinary Matter Employee E9824782

The Commission moved Old Business item 1 to closed session.

NEW BUSINESS

None

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, August 15, 2019 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

CLOSED SESSION

The Personnel Commission retired into closed session at 8:23 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 8:43 a.m. and the following actions were taken:

1. A motion was made by Mr. Ulaszewski and seconded by Ms. Bender and the motion carried with a unanimous vote of those present to **APPROVE** staff's recommendation to grant employee E9824782 a Hearing.

| <u>Roll-Call Vote</u> | <u>Ayes</u> | <u>Noes</u> | <u>Abstained</u> |
|-----------------------|-------------|-------------|------------------|
| Sheryl Bender | X | | |
| Terence Ulaszewski | X | | |

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 8:44 a.m.