

**CITY OF BERKELEY
PERSONNEL BOARD MINUTES
DATE: April 1, 2019 TIME: 7:00 P.M.**

**Secretary: LaTanya Bellow, Human Resources Department
2180 Milvia Street, First Floor, Berkeley, CA 94704
(510) 981-6800 E-mail: LBellow@cityofberkeley.info**

MEETING AGENDA

I. Call to Order - 7:02 p.m.

II. Roll Call

Members Present: Jenny Wenk (Chair), Sharon Kidd (Vice-Chair), Darryl Bartlow, Bob Dixon, Mary Kay Lacey (late)

Members Absent: Dru Howard, Melanie Popper

Staff Present: LaTanya Bellow (Director of Human Resources), Shayne Rivera, Kimberly Castillo, Ravi Rangi (Human Resources); Jenny Seay (HHCS/SEIU); Stacie Clarke (PRW);

Public Attendance: Cordell Hindler

III. Public Comments:

Cordell Hindler - Personnel Board retreat sometime in July

ACTION ITEMS:

IV. Approval of Minutes of Meeting on March 4, 2019

Action: MSC: (Kidd/Lacey) to approve the minutes of the meeting on March 4, 2019

Vote: Ayes: Wenk, Kidd, Bartlow, Dixon, Lacey
Noes: None
Abstains: None
Absent: Howard, Popper

V. Request for Extension of Temporary Animal Services Assistant

Action: Kimberly Castillo rescinded the request on behalf of Amelia Funghi due to clarification of extensions requiring PB approval.

Vote: Ayes: None
Noes: None
Abstains: None
Absent: None

VI. Request for Extension of Provisional Accounting Office Specialist III

Action: Moved to table discussion on the impact of extension requiring Personnel Board approval.

Vote: Ayes: Wenk, Kidd, Bartlow, Dixon, Lacey
Noes: None
Abstains: None
Absent: Howard, Popper

INFORMATION ITEMS:

- VII. Fiscal Year 2019 Mid-Year Work Force Report and EEO Complaint Summary Report – Discussion Only
- VIII. Director’s Report – Updated from HR Director – Discussion Only
- IX. Temporary Employee Report - Update on Number of Temporary Employees and Current Status – Discussion Only
- X. Copies of Berkeley Matters - Discussion Only
- XI. New Agenda Items: Discussion of Items to be Placed on the Next Agenda – Discussion Only
 - a. Meet ten times a year (drop July/August)
 - b. Extension of Provisional Accounting Office Specialist III
- XII. Adjournment time - 8:35 p.m.