

**CITY OF BERKELEY  
PERSONNEL BOARD MINUTES  
DATE: September 3, 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](mailto:LBellow@cityofberkeley.info)**

**MEETING AGENDA**

I. Call to Order    7:00 p.m.

II. Roll Call

Members Present: Sharon Kidd (Vice Chair), Darryl Bartlow, Bob Dixon, Aviva Gilbert, Mary Kay Lacey, Melanie Popper

Members Absent: Jenny Wenk (Chair) (Approved LOA)

Staff Present: LaTanya Bellow (Director of Human Resources); Dana d'Angelo, Michael Taylor, Cecilia Lopez (Human Resources); Jenny Seay (Finance/SEIU); and Rebecca Webb (IT/SEIU); Phil Harrington (Public Works)

III. Public Comments    Jenny Seay commented on the Temporary Employee report.

**ACTION ITEMS:**

IV. Approval of Minutes of Meeting on July 1, 2019

**Action:** MSC: (Bartlow/Gilbert) to approve the minutes of the meeting on July 1, 2019

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

V.    a. Recommendation to Amend the Classification of Occupational Health and Safety Officer

**Action:** MSC: (Kidd/Dixon) to approve the amended request to revise the Occupational Health and Safety Officer classification to include eight or more combined years (year for year) of education and experience.

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

**INFORMATION ITEMS:**

VI. Director's Report – Updated from HR Director – Discussion Only

VII. Temporary Employee Report – Discussion Only

VIII. Copies of Berkeley Matters - Discussion Only

IX. New Agenda Items: Discussion of Items to be Placed on the Next Agenda – Discussion Only

a. Temporary Employee Report and Extension Process

X. Adjournment

**Action:** MSC: (Dixon/Gilbert) to adjourn the meeting in honor of Dru Howard at 7:43 p.m.

<b>Vote:</b>	Ayes:	Kidd, Bartlow Dixon, Gilbert, Lacey, Popper
	Noes:	None
	Abstains:	None
	Absent:	Wenk