

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
880 Locust Ave.
Long Beach, CA 90813

MINUTES
Regular Meeting

November 19, 2020

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, November 19, 2020 at 8:15 a.m. at 880 Locust Ave., Long Beach, California. The meeting was broadcasted on the LBUSD YouTube channel and attendees were participating by teleconference.

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 telephonic attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS
TELEPHONICALLY
PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Susan Leaming, Personnel Analyst; Gregory Robinson, Personnel Analyst; Dale Culton, Certification Services Manager; Jesus Rios Jr., Employment Services Supervisor; Ashleigh Fernando, Senior Administrative Secretary (Acting); Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Susan Brister, Human Resources Technician; Anne Follett, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Silaue Taeleifi, Human Resources Technician; Alejandra Torres, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS
TELEPHONICALLY
PRESENT

Steve Rockenbach, Director of Employee Relations and Ethics; Brittany Jones, CSEA Labor Relations Representative; Vaurice Scott, CSEA Chapter 2 Vice - President – Unit A; Chester Davidson, CSEA Chapter 2 Vice - President – Unit B; Gary Marshall, Multimedia Technology Supervisor; and Ruben Sosnowski, Production Specialist/Editor.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of November 5, 2020.

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

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, notified the Commission that the Board of Education Workshop on November 18, 2020 was postponed. Mr. Kato will present the 2019-2020 Annual Report of the Personnel Commission to the Board when the workshop is rescheduled. Mr. Kato reported that financial education online courses sponsored by LBS Financial Credit Union and SchoolsFirst Federal Credit Union are now available to all Long Beach Unified School District employees via the myLBUSD portal. Information will be sent to all departments and school sites, as well as the California School Employees Association (CSEA) and other District employee associations.

Maria Braunstein, Personnel Analyst, reported Recruitment and Testing currently has forty (40) open recruitments in various stages of the recruitment and testing process. Ms. Braunstein acknowledged Judith Alonso, Human Resources Technician, Andrea Armas, Human Resources Technician, and Alejandra Torres, Human Resources Technician, for all of their work on the open recruitments.

Jesus Rios Jr., Employment Services Supervisor, thanked Certification staff for their continued work fingerprinting and processing employment candidates while following safety protocols. Staff continues to certify eligibility lists to sites and recently sent out two hundred and fifty-nine (259) classified performance evaluations. In addition, staff inputted seventy-nine (79) monthly salary adjustments in the past month.

Susan Leaming, Personnel Analyst, reported the Board of Education approved the contract with CPS HR Consulting to conduct the School Safety job family study. Ms. Leaming will be meeting with the consultants to discuss the methodology and timelines of the study, and will also hold a study kickoff meeting with CSEA leadership.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Grounds Equipment Operator II
2. **RATIFY** job announcement bulletin for Grounds Equipment Operator II/Driver
3. **RATIFY** job announcement bulletin for Risk Management Technician (C)
4. **APPROVE** the certification of Fleet Maintenance Manager
5. **APPROVE** the certification of Kids' Club Assistant
6. **APPROVE** the certification of Kids' Club Assistant
7. **APPROVE** the certification of Nutrition Services Manager

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-3 and approve items 4-7 on the Consent Agenda.

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

CONSENT AGENDA
OLD BUSINESS

None

NEW BUSINESS

1. **APPROVE** the abolishment of a classification: Architectural Drafting Technician

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to approve New Business item 1.

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

2. **APPROVE** the abolishment of a classification: Public and Employee Information Assistant

A motion was made by Linda Vaughan, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve New Business item 2.

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

OTHER ITEMS

Commissioner Ulaszewski reported that as part of his reappointment by the California Department of Education, he was asked to meet with the State Superintendent of Public Instruction, Tony Thurmond. Mr. Ulaszewski stated that this was a first in his 24 years of service and the conversation focused around the history and functions of Merit Systems in California schools. Mr. Ulaszewski mentioned that the Superintendent was very complimentary of the Long Beach Unified School District's Personnel Commission.

NEXT REGULAR
MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, December 3, 2020 at 8:15 a.m. at 880 Locust Ave. Long Beach, California and members of the public may observe the meeting in real-time simulcast by selecting the Video & Multimedia icon at lbschools.net.

CLOSED SESSION

The Personnel Commission retired into closed session at 8:33 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 8:50 a.m. and no reportable actions were taken.

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 8:51 a.m.