

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

MINUTES
Regular Meeting

June 17, 2021

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Terence Ulaszewski, Chairperson, on Thursday, June 17, 2021 at 8:15 a.m. at 880 Locust Ave., Long Beach, California. The meeting was broadcast 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, Terence Ulaszewski.

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; Mindi Ritter, Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Vanessa Ortiz, 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; Thomas Hickman, Chief of School Safety and Emergency Preparedness; Gilbert Bonilla Jr., CSEA Chapter 2 President; Julia Plascencia, CSEA Labor Relations Representative; Ruben Sosnowski, Production Specialist/Editor; Suzanne Ansari, Senior Consultant/Project Manager CPS HR Consulting; Appellant 40504063.

MINUTES OF REGULAR
MEETING APPROVED

A motion was made by Sheryl Bender, seconded by Linda Vaughan, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of June 3, 2021.

<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, thanked staff for their help during this challenging year. Mr. Kato also shared that the summer will be busy as the Commission continues to staff sites for the new school year.

Maria Braunstein, Personnel Analyst, reported that there are 44 recruitments in various stages of the examination process. Ms. Braunstein shared that the Commission joined a job fair webinar with Pacific Gateway Workforce Innovation Network on June 10, 2021. Ms. Braunstein gave recognition to Alejandra Torres, Human Resources Technician, Vanessa Ortiz, Human Resources Technician, and Aisha Alex, Human Resources Assistant for their participation in the webinar. Ms. Braunstein reported that staff would be attending the Los Angeles Unified School District's virtual job fair later today and thanked Judith Alonso, Associate Personnel Analyst (Acting), for organizing their participation. Ms. Braunstein also mentioned that staff will be participating in the first in-person job fair that Pacific Gateway Workforce Innovation Network will be hosting.

Jesus Rios Jr., Employment Services Supervisor, informed the Commissioners that 792 summer school applications were received. Mr. Rios thanked staff for their efforts on the distribution of summer school placement letters that went out to 645 employees. Mr. Rios, recognized Anne Follett, Human Resources Technician, who has been working on a project with Equity, Access, College and Career Readiness (EACCR) office. Ms. Follett has been assisting Christopher Borunda, Administrator, K-16 Collaborations and District Programs, with the employment processing of College Student Aides and Student Tutors. Mr. Rios informed the Commissioners that staff continues to send out eligibility lists, as well as processing and fingerprinting new employees for the upcoming school year.

Susan Leaming, Personnel Analyst, introduced Thomas Hickman, Chief of School Safety and Emergency Preparedness, and Suzanne Ansari, Senior Consultant/Project Manager CPS HR Consulting who will be presenting the final report of the School Safety job study.

Mr. Kato recognized and thanked Christopher Itson, Assistant Director, Marketing and Media Services, for his behind-the-scenes support of the Personnel Commission meeting today.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Child Nutrition Specialist
2. **RATIFY** job announcement bulletin for Management Analyst
3. **RATIFY** job announcement bulletin for Purchasing and Contracts Director
4. **RATIFY** job announcement bulletin for Staff Secretary – BL Spanish
5. **APPROVE** the certification of Carpenter eligibility list 21-0102-0114 established 06/11/2021

6. **APPROVE** the certification of Custodian – Substitute Work Only eligibility list 21-0121-0139 established 06/09/2021
7. **APPROVE** the certification of Head Start Instructional Aide eligibility list 21-0070-0657 established 06/11/2021
8. **APPROVE** the certification of Human Resources Assistant – Temporary Only eligibility list 21-0134-3350 established 06/10/2021
9. **APPROVE** the certification of Instructional Aide - Educare eligibility list 21-0072-5205 established 06/11/2021
10. **APPROVE** the certification of Instructional Aide - Special eligibility list 21-0113-0448 established 06/15/2021
11. **APPROVE** the certification of Painter eligibility list 21-0084-0113 established 06/15/2021
12. **APPROVE** the certification of Production Center Supervisor eligibility list 21-0101-5070 established 06/07/2021
13. **APPROVE** the certification of Recreation Aide eligibility list 21-0126-5255 established 06/09/2021
14. **APPROVE** the certification of Recreation Aide eligibility list 21-0127-5255 established 06/15/2021
15. **APPROVE** the certification of Recreation Aide – Kids' Club eligibility list 21-0120-5257 established 06/16/2021
16. **APPROVE** the certification of Translator/Interpreter – Bilingual Spanish eligibility list 21-0092-5079 established 06/17/2021

Following discussion, a motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-4, and approve items 5-16 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		

OLD BUSINESS

None

NEW BUSINESS

1. **APPROVE** the School Safety Job Family Study Final Report

Following a detailed presentation by Suzanne Ansari, Senior Consultant/Project Manager CPS HR Consulting, and discussion, a motion was made by Linda Vaughan, seconded by Sheryl Bender, 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 Creation of a Classification – Senior Reprographics Technician

Following discussion, a motion was made by Sheryl Bender, seconded by Linda Vaughan, 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		

3. **APPROVE** the Permanent Ban of Disqualified Candidate ID 40504063

New Business Item 3 was moved into closed session.

OTHER ITEMS

None

NEXT REGULAR MEETING

The next Regular Meeting of the Personnel Commission is scheduled for Thursday, July 1, 2021 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 8:50 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 9:25 a.m. and the following reportable actions were taken.

1. **APPROVE** the recommendation to remove from eligibility list ID 40504063

A motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation to disqualify Applicant ID 40504063 from the current examination of Instructional Aide - Special and allow the applicant to reapply after six months and test for future examinations in a proctored setting.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:26 a.m.

