

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

MINUTES
Regular Meeting

August 11, 2022

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, August 11, 2022 at 8:17 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, Linda Vaughan.

ROLL

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

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

STAFF MEMBERS PRESENT

Kenneth Kato, Executive Officer; Maria Braunstein, Personnel Analyst; Dale Culton, Certification Services Manager (retired); Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Oralia Leyva, Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Lydia Smith, Human Resources Technician; Joanna Guzman, Human Resources Technician; Maria Rojas, Human Resources Technician; and Jazmin Salgado, Human Resources Technician.

GUESTS PRESENT

Julia Plascencia, CSEA Labor Relations Representative.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of July 14, 2022.

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

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM EXECUTIVE OFFICER

Mr. Kenneth Kato, Executive Officer, welcomed Commissioner Vaughan back and deferred to the unit departments.

Maria Braunstein, Personnel Analyst, explained that the Catalina Island recruitments on the agenda were closed due to a lack of eligible candidates, but the recruitments have already been reopened and Multimedia Services has launched a social media campaign

to re-energize Catalina Island recruitment efforts. Ms. Braunstein reported there are 76 recruitments in progress, 31 accepting applications, and 25 pending. Ms. Braunstein shared she viewed a webinar presented by NEOGOV that stated public sector job openings are up by 45% but applications are down by 56%. Ms. Braunstein noted the team is reaching out to candidates to encourage them to fully complete applications and recognized the team for their continued efforts to fill positions.

Jesus Rios Jr., Certification Services Manager, reported that staff has been busy sending eligibility lists to sites to fill vacancies for the new school year. Mr. Rios shared that interviews were held at the Personnel Commission with Plant Supervisors and Principals for Custodian vacancies. Mr. Rios thanked staff for coordinating the interviews and setting up the facilities.

Dale Culton, Certification Services Manager (retired), recognized Commissioner Ulaszewski for being the longest-tenured employee at the Personnel Commission now that he is retiring. Commissioner Vaughan mentioned how much the Commission will miss Mr. Culton and thanked him for his service.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Associate Personnel Analyst
2. **RATIFY** job announcement bulletin for Bus Driver (Catalina Island)
3. **RATIFY** job announcement bulletin for Campus Staff Assistant (Catalina Island)
4. **RATIFY** job announcement bulletin for Custodian (Catalina Island)
5. **RATIFY** job announcement bulletin for Instructional Aide – Special (Catalina Island)
6. **RATIFY** job announcement bulletin for Nutrition Services Worker (Catalina Island)
7. **RATIFY** job announcement bulletin for Recreation Aide
8. **RATIFY** job announcement bulletin for Recreation Aide (Catalina Island)
9. **RATIFY** job announcement bulletin for Recreation Aide – Kids' Club
10. **RATIFY** job announcement bulletin for Recreation Aide – WRAP Expanded Learning
11. **RATIFY** job announcement bulletin for Recreation Leader – WRAP Expanded Learning
12. **RATIFY** job announcement bulletin for Van Driver (Catalina Island)
13. **APPROVE** the certification of Assistant Purchasing & Contracts Director eligibility list 22-0270-0777 established 08/08/2022

14. **APPROVE** the certification of Associate Research Information Systems Analyst eligibility list 22-0188-5267 established 07/25/2022
15. **APPROVE** the certification of Bus Driver – Catalina Island eligibility list 22-0151-0101 established 07/13/2022
16. **APPROVE** the certification of Campus Staff Assistant eligibility list 22-0251-5288 established 07/19/2022
17. **APPROVE** the certification of Campus Staff Assistant eligibility list 22-0278-5288 established 08/02/2022
18. **APPROVE** the certification of Campus Staff Assistant – Catalina Island eligibility list 22-0109-5288 established 07/13/2022
19. **APPROVE** the certification of Child Care Worker eligibility list 22-CCW12-5258 established 04/05/2022
20. **APPROVE** the certification of Child Care Worker eligibility list 22-CCW13-5258 established 05/03/2022
21. **APPROVE** the certification of Child Care Worker eligibility list 22-CCW14-5258 established 05/23/2022
22. **APPROVE** the certification of Child Care Worker eligibility list 22-CCW15-5258 established 06/06/2022
23. **APPROVE** the certification of Child Care Worker eligibility list 23-CCW1-5258 established 07/12/2022
24. **APPROVE** the certification of Electronics Technician eligibility list 22-0256-0110 established 07/29/2022
25. **APPROVE** the certification of Groundskeeper eligibility list 22-0283-0172 established 08/09/2022
26. **APPROVE** the certification of Instructional Aide - Special eligibility list 22-0296-0448 established 08/09/2022
27. **APPROVE** the certification of Instructional Aide - Special eligibility list 23-0013-0448 established 07/28/2022
28. **APPROVE** the certification of Instructional Aide – Special – Catalina Island eligibility list 22-0076-0448 established 07/13/2022
29. **APPROVE** the certification of Laborer eligibility list 22-0235-0204 established 08/04/2022
30. **APPROVE** the certification of Recreation Aide eligibility list 23-0031-5255 established 08/10/2022

31. **APPROVE** the certification of Recreation Aide – Kids' Club eligibility list 22-0287-5257 established 06/28/2022
32. **APPROVE** the certification of Speech – Language Pathology Assistant eligibility 22-0247-5024 established 08/08/2022
33. **APPROVE** the certification of Van Driver – Catalina Island eligibility list 22-0206-5280 established 07/13/2022

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-12 and approve items 13-33 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		

NEW BUSINESS

1. **APPROVE** the Recommendation to Remove from Eligibility List Applicant ID 49930600

New Business Item 1 was moved into closed session.

2. **APPROVE** the Recommendation to Remove from Eligibility List Applicant ID 49389754

New Business Item 2 was moved into closed session.

3. **APPROVE** the Recommendation to Remove from Eligibility List Applicant ID CCW-KH

New Business Item 3 was moved into closed session.

4. **APPROVE** the Recommendation to Remove from Eligibility List Applicant ID 37432258

New Business Item 4 was moved into closed session.

OLD BUSINESS

1. **APPROVE** the following: Revision to the *Rules and Regulations of the Classified Service* (Second Reading)

Mr. Kato provided an overview of Old Business Item 1 and following discussion a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve Old Business Item 1.

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

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, August 25, 2022 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.

CLOSED SESSION The Personnel Commission retired into closed session at 8:29 a.m.

OPEN SESSION The Personnel Commission returned to open session at 9:00 a.m. and the following reportable actions were taken:

1. **APPROVE** the Recommendation to Remove from Eligibility List Applicant ID 49930600

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation to remove Applicant ID 49930600 from the current eligibility list and allow the applicant to reapply the next time the recruitment is open.

<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 Recommendation to Remove from Eligibility List Applicant ID 49389754

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation to remove Applicant ID 49389754 from the current eligibility list and allow the applicant to reapply the next time the recruitment is open.

<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 Recommendation to Remove from Eligibility List Applicant ID CCW-KH

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to allow Applicant ID CCW-KH remain on the current eligibility list. The Commissioners requested staff strongly emphasize to the candidate the need to reveal all information completely and accurately on future District employment applications to avoid a cause for rejection.

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

4. **APPROVE** the Recommendation to Remove from Eligibility List Applicant ID 37432258

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation to remove Applicant ID 37432258 from the current eligibility list and allow the applicant to reapply the next time the recruitment is open.

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

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 9:01 a.m.