

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

MINUTES
Regular Meeting

September 22, 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, September 22, 2022 at 8:15 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; Susan Leaming, Personnel Analyst; Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralía Leyva, Employment Services Supervisor; Andrea Armas, Human Resources Technician; and Joanna Guzman, Human Resources Technician.

GUESTS PRESENT

Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A; Anthony Kruzic, CSEA Chapter 2 Vice President-Unit B; David Zaid, Assistant Superintendent, Human Resource Services; Yumi Takahashi, Chief Business & Financial Officer; Stacey Lewis, CEO, HR Interrupted; Appellant ID 50116724 and Appellant ID CCW-AL.

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 September 8, 2022.

<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, reported that the 2023 Annual Conference of the California School Personnel Commissioners Association (CSPCA) will be hosted in Long Beach.

Amy Van Fossen, Associate Personnel Analyst, reported there are 69 recruitments in various stages of completion.

Jesus Rios Jr., Certification Services Manager, reported that staff continue to send the eligibility lists out to schools and departments to fill their vacancies. Mr. Rios shared that at the last Board of Education meeting, 45 probationary classified employees were appointed which demonstrates the amount of onboarding the unit has been completing. Mr. Rios recognized Silaue Taeleifi, Human Resources Technician, and the front desk staff for assisting with the employment processing of Recreation Aides.

Susan Learning, Personnel Analyst, informed the Commission that a CPR/First Aid class has been scheduled at Buffum Total Learning Center.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Recreation Aide – WRAP Expanded Learning
2. **RATIFY** job announcement bulletin for Recreation Leader – WRAP Expanded Learning
3. **RATIFY** job announcement bulletin for School Safety Officer
4. **APPROVE** the certification of Associate Personnel Analyst eligibility list 23-0032-3270 established 09/19/2022
5. **APPROVE** the certification of Elementary School Office Supervisor eligibility list 22-0265-3345 established 09/15/2022
6. **APPROVE** the certification of Grounds Crew Supervisor eligibility list 23-0012-0605 established 09/20/2022
7. **APPROVE** the certification of Instructional Aide - Special eligibility list 23-0057-0448 established 09/23/2022
8. **APPROVE** the certification of Locker Room Attendant eligibility list 22-0236-0208 established 09/19/2022
9. **APPROVE** the certification of Middle School Office Supervisor eligibility list 22-0264-3357 established 09/15/2022
10. **APPROVE** the certification of Nutrition Services Worker eligibility list 23-0046-5068 established 09/23/2022
11. **APPROVE** the certification of Recreation Aide eligibility list 23-0064-5255 established 09/14/2022
12. **APPROVE** the certification of Recreation Aide eligibility list 23-0068-5255 established 09/16/2022
13. **APPROVE** the certification of Recreation Aide eligibility list 23-0070-5255 established 09/19/2022

14. **APPROVE** the certification of Recreation Aide eligibility list 23-0071-5255 established 09/20/2022
15. **APPROVE** the certification of Recreation Aide eligibility list 23-0072-5255 established 09/20/2022
16. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 23-0065-5255 established 09/20/2022
17. **APPROVE** the certification of Translator Interpreter – Bilingual Spanish eligibility list 23-0018-5079 established 09/21/2022
18. **APPROVE** the certification of Translator Interpreter – Bilingual Spanish eligibility list 23-0066-5079 established 09/21/2022
19. **APPROVE** the certification of Warehouse Supervisor eligibility list 23-0014-0300 established 09/21/2022

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-3 and approve items 4-19 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 50116724

New Business Item 1 was moved into closed session.

2. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 49393464

New Business Item 2 was moved into closed session.

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

New Business Item 3 was moved into closed session.

4. **APPROVE** the Request for Hearing in Disciplinary Matter Employee E 00483834

New Business Item 4 was moved into closed session.

5. **DISCUSS** the following: Review of the Personnel Commission

Stacey Lewis, Founder and CEO of HR Interrupted, presented an overview of the upcoming Personnel Commission/Human Resource Services Organizational Alignment

Review and led discussions with the audience regarding the scope of work and various aspects of the review.

OLD BUSINESS None

OTHER ITEMS None

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 6, 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 8:47 a.m.

OPEN SESSION The Personnel Commission returned to open session at 10:14 a.m. with the following reportable actions:

1. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 50116724

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 sustain staff's recommendation to remove Applicant ID 50116724 from the eligibility list.

<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 49393464

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 sustain staff's recommendation to remove Applicant ID 49393464 from the eligibility list.

<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-AL

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 dismiss staff's recommendation and allow Applicant ID CCW-AL to remain on the eligibility list.

<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 Request for Hearing in Disciplinary Matter Employee E 00483834

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, to postpone New Business Item 4 until the next Personnel Commission meeting on October 6, 2022.

<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 10:15 a.m.