

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

MINUTES  
Regular Meeting

September 21, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, September 21, 2023 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, Sheryl Bender.

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

Maria Braunstein, Personnel Analyst; Jesus Rios Jr., Certification Services Manager; Lydia Tran, Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralia Leyva, Employment Services Supervisor; Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; Joanna Guzman, Human Resources Technician; and Jazmin Salgado, Human Resources Technician.

GUESTS PRESENT

David Van Westerhuyzen, Maintenance Director; Kellyanna Miller, CSEA Chapter 2 Administrator; Trinita Renfro, CSEA Chapter 2 Chief Job Steward; Brandon Record, CSEA Chapter 2 Job Steward; Christopher Mankins, Electronics Technician; Gabriel Varela, Electronics Technician; and Appellant 42798564.

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 September 7, 2023.

<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

Gabriel Varela and Christopher Mankins, Electronics Technicians, shared concerns regarding the Electronics Technician classification description, and also discussed the pay level in comparison to Computer Support Technicians and Telecommunications Technicians. They explained that the classification description is outdated in regards to current technologies which makes it difficult to hire and retain Electronics Technicians. Mr. Varela and Mr. Mankins notified the Commission the Electronics Technicians will be

submitting a formal classification study request along with an attachment describing the digital systems the Electronics Technicians work on.

Commissioner Ulaszewski thanked Mr. Varela and Mr. Mankins for sharing their concerns and explained that since their item was not on the agenda, the Commission could not engage in a discussion at this meeting.

REPORT FROM  
EXECUTIVE OFFICER

Amy Van Fossen, Associate Personnel Analyst, deferred to the department units for their reports.

Lydia Tran, Associate Personnel Analyst, reported there are 42 recruitments in various stages with 12 in testing, 15 being scored, and 15 accepting applications. Ms. Tran announced that the Personnel Commission will be hosting a job fair in partnership with Pacific Gateway and the Employment Development Department (EDD) on Wednesday, October 19, 2023 from 11:00am – 3:00 pm. and a flyer would be released soon.

Jesus Rios Jr., Certification Services Manager, reported that at the last Board of Education meeting 54 classified probationary and permanent positions were filled in addition to five (5) substitute positions. Mr. Rios acknowledged Anne Follett, Human Resources Technician, for her work processing clerical substitutes for the start of the school year.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Bus Driver – Catalina Island
2. **RATIFY** job announcement bulletin for Food Production Equipment Technician
3. **RATIFY** job announcement bulletin for Head Start Family Engagement Manager
4. **RATIFY** job announcement bulletin for Van Driver – Catalina Island
5. **APPROVE** the certification of Bus Driver (Catalina Island) eligibility list 24-0037-0101 established 09/18/2023
6. **APPROVE** the certification of Head Start Health and Nutrition Manager eligibility list 24-0044-5278 established 09/15/2023
7. **APPROVE** the certification of Human Resources Assistant eligibility list 24-0023-3350 established 09/14/2023
8. **APPROVE** the certification of Information Technology Portfolio Manager eligibility list 24-0286-5305 established 09/22/2023
9. **APPROVE** the certification of Instructional Aide – Deaf/Hard of Hearing eligibility list 24-0012-3271 established 09/19/2023
10. **APPROVE** the certification of Instructional Aide – Educare Bilingual Spanish eligibility list 24-0020-5206 established 09/18/2023
11. **APPROVE** the certification of Instructional Aide – Special eligibility list 24-0046-0448 established 09/11/2023

12. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0048-5068 established 09/14/2023
13. **APPROVE** the certification of Recreation Aide eligibility list 24-0050-5255 established 09/13/2023
14. **APPROVE** the certification of Recreation Aide eligibility list 24-0069-5255 established 09/15/2023
15. **APPROVE** the certification of Recreation Aide eligibility list 24-0077-5255 established 09/18/2023
16. **APPROVE** the certification of Recreation Aide (Catalina Island) eligibility list 24-0083-5255 established 09/18/2023
17. **APPROVE** the certification of Recreation Aide (Catalina Island) eligibility list 24-0085-5255 established 09/22/2023
18. **APPROVE** the certification of Recreation Aide – Expanded Learning\* Revised eligibility list 24-005-5317 established 07/19/2023
19. **APPROVE** the certification of Recreation Aide – Expanded Learning\* Revised eligibility list 24-0018-5317 established 07/25/2023
20. **APPROVE** the certification of Recreation Aide – Expanded Learning\* Revised eligibility list 24-0033-5317 established 08/16/2023
21. **APPROVE** the certification of Recreation Aide – Expanded Learning\* Revised eligibility list 24-0047-5317 established 08/30/2023
22. **APPROVE** the certification of Van Driver (Catalina Island) eligibility list 24-0036-5280 established 09/18/2023

A motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to ratify item 1 - 4 and approve items 5 - 22 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 Recommendation to Remove from Eligibility List - Applicant ID 42798564

New Business Item 1 was moved into closed session.

2. **APPROVE** the Abolishment of a Classification – Boiler and Gas Appliance Technician

Following discussion, 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                      None

NEXT REGULAR MEETING                      The next Regular Meeting of the Personnel Commission is scheduled for Thursday, October 5, 2023 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713.

CLOSED SESSION                      The Personnel Commission retired into closed session at 8:22 a.m.

OPEN SESSION                      The Personnel Commission returned to open session at 8:37 a.m. with the following reportable actions.

1. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 42798564

Following discussion, a motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to disapprove Staff's recommendation and allow Applicant ID 42798564 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	

ADJOURNMENT                      The Regular Meeting of the Personnel Commission was declared adjourned 8:38 a.m.