

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

MINUTES  
Regular Meeting

June 4, 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, June 4, 2020 at 8:15 a.m. in the Community Room at 1515 Hughes Way, 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; Dale Culton, Certification Services Manager; Gregory Robinson, Associate Personnel Analyst; Jesus Rios Jr., Employment Services Supervisor; Oralia Leyva, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Andrea Armas, Human Resources Technician; Ashleigh Fernando, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS  
TELEPHONICALLY  
PRESENT

Gilbert Bonilla, CSEA Chapter 2 President; Ruben Sosnowski, Production Specialist/Editor; and Gary Marshall, Multimedia Technology Supervisor.

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 May 21, 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

REPORT FROM  
EXECUTIVE OFFICER

Maria Braunstein, Personnel Analyst, reported new recruitments have recently been opened and several newly created eligible lists will be on the next agenda for approval. Ms. Braunstein mentioned examinations that have been completed using remote testing and interviewing. Panel raters from other agencies have provided positive feedback on the ease of using the remote interviewing system. The Intermediate Office Assistant written examination was completed online with a participation rate of 85% of those invited to test. The previous examination given at the Personnel Commission office had a 70% participation rate of those invited to test. Ms. Braunstein thanked the recruitment and testing team for developing innovative processes and adapting so quickly to online testing.

Jesus Rios Jr., Employment Services Supervisor, thanked certification staff for all their recent hard work especially in regards to preparing and mailing summer school employment status letters. Mr. Rios stated that 946 summer school applications were received and 258 employees were placed in a summer assignment.

Dale Culton, Certification Services Manager, thanked Mr. Rios Jr. and certification staff for all of their work related to summer employment.

Commissioner Bender commended staff for a job well done during these challenging times.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Communications Specialist
2. **RATIFY** job announcement bulletin for School Safety Operations 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 approve 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. **ANNOUNCE** the 2020 Personnel Commission Employee of the Year

Mr. Kato outlined the criteria used to select the Personnel Commission Employee of the Year and announced that the award would be dedicated to all of the Personnel Commission employees. Mr. Kato explained that during these unusual times, all of the Personnel Commission staff members bravely stepped forward and pitched in to meet the demands of this new reality.

Commissioner Bender congratulated staff and stated that the award is well-deserved. Commissioner Vaughan concurred. Commissioner Ulaszewski, also stated the award is well-deserved by all Commission staff and thanked them for their diligent work continuing the mission of the Personnel Commission during these stressful times.

OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, June 18, 2020 at 8:15 a.m. at 1515 Hughes Way, Long Beach, CA 90810 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 8:38 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 9:00 a.m. and no reportable actions were taken.
ADJOURNMENT	The Regular Meeting of the Personnel Commission was declared adjourned at 9:01 a.m.