

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

MINUTES
Regular Meeting

December 3, 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, December 3, 2020 at 8:15 a.m. at 880 Locust Ave., 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; Susan Leaming, Personnel Analyst; Gregory Robinson, Personnel Analyst; Dale Culton, Certification Services Manager; Jesus Rios Jr., Employment Services Supervisor; Ashleigh Fernando, Senior Administrative Secretary (Acting); Judith Alonso, Human Resources Technician; Andrea Armas, Human Resources Technician; Susan Brister, Human Resources Technician; Anne Follett, Human Resources Technician; Vanessa Ortiz, Human Resources Technician; Silaue Taeleifi, Human Resources Technician; Alejandra Torres, Human Resources Technician; and Aisha Alex, Human Resources Assistant.

GUESTS
TELEPHONICALLY
PRESENT

Vaurice Scott, CSEA Chapter 2 Vice President–Unit A; Chester Davidson, CSEA Chapter 2 Vice President–Unit B; Gary Marshall, Multimedia Technology Supervisor; and Ruben Sosnowski, Production Specialist/Editor.

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 November 19, 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

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, reported that new Los Angeles County mask regulations require employees to wear a mask when in a room with more than one person. Mr. Kato stated he appreciates staff for their continued efforts to follow District protocols.

Greggory Robinson, Personnel Analyst, reported Recruitment and Testing currently has forty-seven (47) recruitments in various stages including twenty-one (21) accepting applications, ten (10) in exam development, fourteen (14) currently testing, and two (2) being scored. Mr. Robinson thanked staff for their ongoing work on these recruitments.

Jesus Rios Jr., Employment Services Supervisor, thanked staff for their continued work distributing eligibility lists, fingerprinting employment candidates, and processing salary step increments and performance evaluations. Mr. Rios Jr. noted that discussions regarding the online summer school application have begun with Technology and Information Services.

Susan Leaming, Personnel Analyst, reported that the Board of Education approved the contract with CPS HR Consulting to conduct the School Safety and Emergency Preparedness job family study. Ms. Leaming informed the Commission that study kick-off meetings have already been held with the consultants, administration and CSEA leadership. Ms. Leaming stated that correspondence will be sent out in the near future to the approximately 85 employees that will be asked to participate in the study.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Administrative Secretary
2. **RATIFY** job announcement bulletin for Human Resources Technician
3. **RATIFY** job announcement bulletin for Intermediate Accounting Assistant and Senior Accounting Assistant
4. **RATIFY** job announcement bulletin for Intermediate Payroll Accounting Technician and Senior Payroll Accounting Technician
5. **RATIFY** job announcement bulletin for Maintenance Laborer
6. **APPROVE** the certification of Child Care Worker
7. **APPROVE** the certification of Custodian – Substitute Only
8. **APPROVE** the certification of Nutrition Services Worker - Avalon

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 items 1-5 and approve items 6-8 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		

CONSENT AGENDA
OLD BUSINESS

None

NEW BUSINESS

Following discussion, a motion was made by Terence Ulaszewski, seconded by Linda Vaughan, and the motion carried with a unanimous vote of those present to approve New Business item 1.

1. **DISCUSS** and **APPROVE** the cancellation of the December 31, 2020 regular meeting of the Personnel Commission.

<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, December 17, 2020 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 8:25 a.m.

OPEN SESSION

The Personnel Commission returned to open session at 8:40 a.m. and no reportable actions were taken.

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 8:41 a.m.