

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

MINUTES  
Regular Meeting

November 4, 2021

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Terence Ulaszewski, Chairperson, on Thursday, November 4, 2021 at 8:20 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 Terence Ulaszewski, Chairperson.

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  
PRESENT

Susan Leaming, Personnel Analyst, Maria Braunstein, Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Jesus Rios Jr., Employment Services Supervisor; Andrea Armas, Associate Personnel Analyst (Acting); and Judith Alonso, Associate Personnel Analyst (Acting).

GUESTS PRESENT

Gilbert Bonilla Jr, CSEA Chapter 2 President; Enrique Chavez Garcia, CSEA Chapter 2 Vice President-Unit A.

MINUTES OF REGULAR  
MEETING APPROVED

A motion was made by Sheryl Bender, seconded by Linda Vaughan, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of October 21, 2021.

<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

Susan Leaming, Personnel Analyst, deferred to the units for their individual reports.

Maria Braunstein, Personnel Analyst, mentioned that a job fair was being held today in collaboration with Pacific Gateway. Ms. Braunstein reported there will also be a job fair at the Long Beach City College Pacific Coast Campus in collaboration with Long Beach College Promise, Long Beach City College, and California State University Long Beach on November 9, 2021 from 9:00 am – 3:00 pm. Ms. Braunstein explained that

the main focus of the recent job fairs has been to fill positions in the Recreation Aide, Instructional Aide – Special, and Nutrition Services Worker classifications.

Jesus Rios Jr., Employment Services Supervisor, informed the Commissioners that the Certification and Employment Services unit is continuing to send out eligibility lists as well as processing and fingerprinting new employees. Mr. Rios Jr. thanked staff for their continued efforts to fill vacancies. Mr. Rios Jr. also acknowledged all the Personnel Commission staff for their work with upcoming job fairs.

#### CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Administrator, Construction
2. **RATIFY** job announcement bulletin for Custodian
3. **RATIFY** job announcement bulletin for Environmental Health and Safety Manager
4. **RATIFY** job announcement bulletin for Grounds Crew Supervisor
5. **RATIFY** job announcement bulletin for Grounds Service Manager
6. **RATIFY** job announcement bulletin for Kids' Club Lead Assistant
7. **RATIFY** job announcement bulletin for Mail Delivery Driver
8. **RATIFY** job announcement bulletin for Nutrition Services Manager
9. **RATIFY** job announcement bulletin for Nutrition Services Worker – Catalina Island
10. **RATIFY** job announcement bulletin for Strategic Programs and Policy Development Director
11. **RATIFY** job announcement bulletin for Warehouse Materials Processor
12. **APPROVE** the certification of Educational Research Analyst I eligibility list 22-0022-3301 established 10/26/2021
13. **APPROVE** the certification of Instructional Aide - Special eligibility list 22-0062-0448 established 11/01/2021
14. **APPROVE** the certification of Kids' Club Assistant eligibility list 22-0066-0694 established 11/03/2021
15. **APPROVE** the certification of Nutrition Services Worker eligibility list 22-0069-5068 established 10/27/2021
16. **APPROVE** the certification of Recreation Aide eligibility list 22-0087-5255 established 10/11/2021

17. **APPROVE** the certification of Recreation Aide eligibility list 22-0093-5255 established 10/28/2021

18. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 22-0071-5257 established 10/26/2021

19. **APPROVE** the certification of Recreation Aide – Kids’ Club eligibility list 22-0094-5257 established 10/28/2021

Following discussion a motion was made by Linda Vaughan, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-11, and approve items 12-19 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		

OLD BUSINESS                      None

NEW BUSINESS                      1. **APPROVE** the Creation of a New Classification and Reclassification of an Employee – Speech-Language Pathology Assistant – BL Khmer

A motion was made by Sheryl Bender, seconded by Linda Vaughan, and the motion was carried with a unanimous vote of those present to approve New 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		

2. **APPROVE** the Revision of a Classification - Accountant

A motion was made by Linda Vaughan, seconded by Sheryl Bender, 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>
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, November 18, 2021 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.

CLOSED SESSION                      None

## ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 8:26 a.m.