



PERSONNEL COMMISSION

PLEASE POST

MEETING AGENDA

Testing Room  
Personnel Commission Office  
999 Atlantic Avenue, Third Floor  
Long Beach, California

June 24, 2010  
THURSDAY  
8:15 A.M.

1. CALL TO ORDER
2. ROLL

1. Terry Ulaszewski, Chairperson Present \_\_\_\_\_

2. Vera Mulkey, Vice-Chairperson Present \_\_\_\_\_

3. Charles Acosta, Member Present \_\_\_\_\_
3. PRELIMINARY

3.1 Pledge of Allegiance to the Flag

3.2 Introduction of Guests
4. HEARING OF PUBLIC TESTIMONY AND QUESTIONS FROM THE FLOOR ON ITEMS NOT LISTED ON AGENDA
5. REPORT FROM THE EXECUTIVE OFFICER
6. HEARINGS

None
7. MINUTES

7.1 Approval of Minutes for June 10, 2010 Action
8. ITEMS FOR DISCUSSION AND/OR ACTION

8.1 Classification/Restructure Recommendations per Education Code 45246

CREATE A NEW CLASSIFICATION

Supervising Research Office Technician Salary Range 27 (S1)

ALLOCATE A NEW CLASSIFICATION

Supervising Research Office Technician Salary Range 27 (S1)

Action

8.2 Revision of PC Rule 1.1 (First Reading) Discussion
9. BULLETINS AND TESTING ACTIONS

9.1 Bulletins – Per Personnel Commission Rule 4.6.B

Heavy Truck Driver Promotional 10-0114-0187

Senior Software Applications Engineer Dual 10-0116-5073

Software Applications Engineer Dual 10-0115-5072

Supervising Software Application Engineer Dual 10-0117-5074

9.2 Eligibility Lists – Per Personnel Commission Rule 5.1.A

Instructional Aide – Special Open Continuous 10-0109-0448

Instructional Aide – Special Substitute Open Continuous 10-SUBS-0448

Lead Custodian Promotional 10-0098-0205

Nutrition Services Worker Open Continuous 10-0105-5068

Supervisor – Autism Services Open Continuous 10-0101-5046
10. Other Items

None
11. The next regular meeting of the Personnel Commission will be held on Thursday, July 8, 2010 at 8:15 a.m. in the Testing Room of the Personnel Commission Office at 999 Atlantic Avenue, Long Beach, California.
12. CLOSED SESSION

None
13. ADJOURNMENT

Personnel Commission  
LONG BEACH UNIFIED SCHOOL DISTRICT

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SUBJECT: Minutes for June 10, 2010

PAGE: 7.1.1 – 7.1.6

Date: June 24, 2010

Reason for  
Consideration: Action

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Testing Room  
Personnel Commission Office  
999 Atlantic Avenue  
Long Beach, California

Chairperson Terry Ulaszewski called the meeting of the Personnel Commission to order at 8:16 a.m. and led the pledge of allegiance.

COMMISSION MEMBERS PRESENT

Terry Ulaszewski, Chairperson  
Vera Mulkey, Vice-Chairperson  
Charles Acosta, Member

STAFF MEMBERS PRESENT

Ramon Curiel, Executive Officer  
Dale Culton, Certification Services Manager  
Shirley Chiavetta, Senior Personnel Analyst  
Susan Leaming, Personnel Analyst  
Ericka Emery, Human Resources Technician  
Judy Marshall, Human Resources Assistant  
Shelley Scott, Human Resources Technician

Lori Gamble, Sr. Administrative Secretary  
Mary Cates, Human Resources Supervisor  
Marilyn Balmer, Personnel Analyst  
Maria Braunstein, Associate Personnel Analyst  
Tammie Hirth, Human Resources Technician  
Anne Follett, Human Resources Technician  
Adriana Araujo-Honorio, Staff Secretary

PRELIMINARY

Guests: Joe Romero, Operations Director; Mary Brown, Chapter President, Long Beach 2 CSEA; April Saucedo, 2<sup>nd</sup> Vice President CSEA; Adrienne Rambo, Unit A Vice President CSEA; Dan Ewaskey, Unit B Vice President CSEA.

HEARING OF PUBLIC TESTIMONY AND  
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QUESTIONS FROM THE FLOOR ON  
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ITEMS NOT LISTED ON THE AGENDA  
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QUESTIONS FROM THE  
  
ITEMS NOT

None

REPORT FROM THE EXECUTIVE OFFICER

REPORT FROM THE EXECUTIVE OFFICER

Ramon Curiel, Executive Officer updated the Commissioners regarding the June 1, 2010 Board of Education meeting. He announced the Board of Education’s appointment of Ana Ulaszewski as a member of the Citizen’s Bond Oversight Committee for Measure K.

Mr. Curiel asked the Personnel Commission Division Heads to give a brief update of the Department’s activities. The managers present gave individual reports to the Commission on the current projects of their units.

Mary Brown, Chapter President of CSEA asked with new layoffs what process is in place to allow displaced employees to test for vacancies.

Maria Braunstein, Associate Personnel Analyst, responded that Displacement Services is receiving calls and counseling employees to determine other positions for which they may qualify. Once the determination is made, the employee is invited to test and if successful be

placed on the eligibility list. Staff is considering holding a third “Surviving Downsizing” seminar. She reported that 40 employees attended the last two seminars.

Charles Acosta, Commissioner commended staff for taking extra measures with displaced employees.

Mr. Curiel reported that the Effects of Layoff meetings with CSEA and LBUSD have concluded satisfactorily and thanked CSEA for their cooperative spirit.

Mary Brown thanked the Personnel Commission and Employee Relations for their work in getting through the bumping procedures. She asked for clarification regarding appointment (for Summer School) as to whether it is based on seniority in a classification or seniority with the district.

Mr. Culton clarified that the passage responds to seniority as it pertains only to summer school selections. He offered kudos to Mary Cates and Jan Medford for their work inputting data for employees in the Instructional Assistant - Intensive Behavior Treatment classification to utilize the AESOP substitute system. He reported that AESOP can track substitutes to assure compliance with the six month substitute length of service rule.

HEARINGS

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None

MINUTES

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It was moved by Vice-Chairperson Mulkey, that the minutes of May 27, 2010 be approved as written. The motion was carried and approved.

CLASSIFICATION/RESTRUCTURE

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None

BULLETINS

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None

ELIGIBILITY LISTS

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Personnel Commission Rule 5.1.A, states that the Personnel Commission Executive Officer shall be responsible for establishing eligibility lists as a result of examination processes authorized by these rules.

It was moved by Vice-Chairperson Mulkey to certify the following eligibility lists. The motion was carried and approved.

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Instructional Assistant - Intensive Behavioral Treatment	Open Continuous	10-0100-5035
Instructional Aide Interpreter- Deaf/Hard of Hearing (Revised)	Dual	10-0070-3272
Instructional Aide – Special	Open Continuous	10-0103-0448
Instructional Aide – Special Substitute	Open Continuous	10-SUBS-0448
Intermediate Nutrition Services Worker (Amended)	Dual	10-0089-5058
Nutrition Services Supervisor I	Dual	10-0086-5064
Nutrition Services Supervisor II	Dual	10-0087-5066
Nutrition Services Supervisor III	Dual	10-0088-5066
Nutrition Services Worker	Open Continuous	10-0104-5068
School Safety Officer`	Dual	10-0081-5014

## OTHER ITEMS

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Ms. Brown addressed the Commissioners expressing her gratitude to the Commissioners and staff with a custom-made card listing each Personnel Commission employee. The card reads:

*"Thank you for your continued exemplary customer service you have given throughout this year's budget crisis, with the demands from our District at large. This card is to let you know how much you are appreciated and how much your services are valued. You have compassion and express it to all. . . there are no big "I's or little "u's"."*

The card was signed by the Executive Board Members of CSEA Chapter and Members. Ms. Brown then presented each employee with a key chain and the Commissioners and Mr. Curiel with CSEA pins.

Chairperson Ulaszewski stated that he appreciated CSEA recognizing the staff.

Mr. Curiel said he appreciates collaborating with CSEA and that he admires the way in which CSEA's leadership has worked through situations. It is the Long Beach way to work for the best.

Adrianne Rambo, Unit A Vice President, CSEA thanked the Commissioners and Employees.

Dan Ewaskey, Unit B Vice President, CSEA thanked the Commissioners and Employees saying that he always learns something new.

April Saucedo, 2<sup>nd</sup> Vice President, CSEA thanked the Commissioners and Employees.

Commissioner Acosta praised CSEA and thanked them for the CSEA pin.

Vice-Chairperson Mulkey expressed her appreciation for CSEA and stated that the working relationship both groups enjoy has evolved over the years and will continue in the years to come.

Mr. Curiel addressed the Commission in regard to summer Commission Meetings and vacation schedules. Chairperson Ulaszewski said that the Commission will continually reassess the meeting schedule during the summer months on an on-going basis.

## CLOSED SESSION

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None

## NEXT MEETING

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The next regular meeting of the Personnel Commission will be held on Thursday, June 24, 2010 at 8:15 a.m. at 999 Atlantic Avenue, Third Floor, Long Beach, California, unless otherwise decided by the Commission.

## ADJOURNMENT

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There being no further business, Chairperson Ulaszewski adjourned the meeting at 8:59 a.m.

Respectfully submitted,

Ramon Curiel  
Executive Officer

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