

**Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT**

Minutes of the Meeting of October 16, 2014

Testing Room
Personnel Commission Office
999 Atlantic Avenue, Third Floor
Long Beach, CA 90813

Chairperson Stacey Lewis called the meeting of the Personnel Commission to order at 8:15 a.m. and led the Commissioners, staff and audience in the pledge of allegiance.

COMMISSION MEMBERS PRESENT

Stacey Lewis, Chairperson
Linda Vaughan, Vice-Chairperson
Terence Ulaszewski, Member

STAFF MEMBERS PRESENT

Gail McMahon, Ed.D., Executive Officer
Susan Leaming, Personnel Analyst
Maria Lynn Braunstein, Associate Personnel Analyst
Mary Cates, Human Resources Supervisor
Adriana Araujo-Honorio, Staff Secretary

PRELIMINARY

Guests: Valeeta Pharr, CSEA Chapter 2 President; Adrienne Rambo, CSEA Vice President – Unit A and Dan Ewaskey, CSEA Vice President – Unit B.

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

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None

REPORT FROM THE EXECUTIVE OFFICER

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Dr. Gail McMahon, Executive Officer, provided the Commission an update on the status of Instructional Aide-Special vacancies.

Staff provided a brief update of their unit activities.

HEARINGS

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None

MINUTES

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The Commission approved the minutes of the October 2, 2014 Personnel Commission meeting. It was moved by Commissioner Ulaszewski to approve the minutes. Vice-Chairperson Vaughan seconded the motion.

The motion carried. The vote was unanimous with all members present participating in the vote.

CLASSIFICATION/RESTRUCTURE

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None

BULLETINS

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Personnel Commission Rule 4.3.B.1, states that the Personnel Commission Executive Officer shall be responsible for issuing job announcement bulletins to publicize recruitment and examination processes. It was moved by Vice-Chairperson Vaughan to ratify the bulletins. Commissioner Ulaszewski seconded the motion.

The motion carried. The vote was unanimous with all members present participating in the vote. The following bulletins were ratified:

<u>TITLE</u>	<u>TYPE</u>	<u>NUMBER</u>
Head Start Instructional Aide	Dual	15-0054-0657
Kids Club Assistant	Dual	15-0055-0694
Kids Club Lead Assistant	Dual	15-0056-0515
Plumber Supervisor	Promo	15-0057-0243

ELIGIBILITY LISTS

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Personnel Commission Rule 5.1.B, 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 Vaughan and seconded by Commissioner Ulaszewski to approve the eligibility lists.

The motion carried. The vote was unanimous with all members present participating in the vote. The following eligibility lists were approved:

Assistant Maintenance Director List Valid: 10/10/14 – 10/10/15	Dual	15-0029-0504
Educational Research Analyst II List Valid: 10/16/14 – 10/16/15	Dual	15-0030-3302
Head Start Family Services Liaison List Valid: 10/08/14 – 10/08/15	Dual	15-0006-5075
Senior Health Assistant List Valid: 10/14/14 – 10/14/15	Dual	15-0020-5174
Supervising Food Production Equipment Technician List Valid: 10/16/14 – 10/16/15	Dual	15-0032-0499

OTHER ITEMS

Dr. McMahon provided an update on the Personnel Commission office move.

NEXT MEETING

NEXT MEETING

The next regular meeting of the Personnel Commission will be held on Thursday, October 30, 2014, at 8:15 a.m. at 999 Atlantic Avenue, Third Floor, Long Beach, California.

CLOSED SESSION

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The Personnel Commission adjourned to closed session at 8:27 a.m. to review the performance of the Executive Officer, Personnel Commission and Classified Employment.

RETURN TO OPEN SESSION

RETURN TO OPEN SESSION

The Personnel Commission returned to Open Session at 8:44 a.m. No reportable action was taken during Closed Session.

ADJOURNMENT

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There being no further business, at 8:45 a.m. Chairperson Lewis adjourned the meeting.

Respectfully submitted,

Gail McMahon

Gail McMahon, Ed.D.
Executive Officer

GM/mb