

CITY OF RICHMOND, CA
HUMAN RESOURCES MANAGEMENT DEPARTMENT

**PERSONNEL BOARD
REGULAR MEETING**

**RICHMOND ROOM
450 CIVIC CENTER PLAZA
RICHMOND, CA 94804**

**December 17, 2025
MEETING MINUTES**

The meeting was called to order by Rozma Paiz at 6:26 p.m. on December 17, 2025.

1. ROLL CALL

Present: Larry Wirsig, Chair
Vernetta Buckner, Vice Chair
Phillip Front, Board Member

2. AGENDA REVIEW

- None

3. STATEMENT OF CONFLICT OF INTEREST

- None

4. APPROVAL OF MINUTES

- a. Regular Meeting Minutes of July 24, 2025.

SPEAKERS:

- Cordell Hindler: Mr. Hindler stated he is a Richmond resident and, after listening to the recording of the meeting of July 24, 2025, Mr. Hindler stated that it sounds accurate and recommends that the Board approve the minutes as presented.

Chair Wirsig made a motion to approve the Regular Meeting Minutes of July 24, 2025. Board Member Front seconded the motion. The Regular Meeting Minutes of July 24, 2025, was approved by the following vote:

YEA: V. Buckner, P. Front, L. Wirsig. NAY: None. ABSENT: None.

5. PUBLIC COMMENT

SPEAKERS:

Cordell Hindler: Mr. Cordell Hindler recommended several items to be placed on the February 26th agenda. The first item is to revise and approve the new classification for the Economic Development Program Manager and to include the classifications of

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Economic Development Specialist I and II. Mr. Hindler also recommended a third item - to approve, discuss, and consider holding a retreat to review expectations for 2026. Mr. Hindler stated that he had a conversation with Nannette Beacham regarding her oversight of six divisions and expressed concern that it may not be feasible for a department head to oversee all six divisions. According to Mr. Hindler, Ms. Beacham indicated interest in having a manager to assist. Mr. Hindler added that adding specialist positions could help identify grant opportunities.

Regarding the recommended retreat, Mr. Hindler noted that he spoke with the City of Hayward, which recently held a retreat to review expectations and discuss emerging trends in Human Resources.

Mr. Hindler submitted to the Board the job specifications for Economic Development Program Manager and Economic Development Specialist I and II from the City of Alameda, and Economic Development Program Manager from the City of South San Francisco.

Michelle Milam: Michelle Milam voiced her support for the City's Parking Enforcement division in their efforts to try to reclassify the work that they do. Ms. Milam stated that she works with the City's unhoused population, around the issue of encampment abatements. Ms. Milam noted that Parking Enforcement plays a huge part in that, taking on the role of being able to handle those who are in RVs or vehicles, which encompasses a larger percentage of people than the City had years ago. Parking Enforcement works closely with CORE and SOS Richmond, and other providers to help ensure the City complies with the camping ordinance, and to offer services before they abate vehicles. Ms. Milam stated that this is outside the scope of what traditional parking enforcement officers do and thinks it's important to recognize and acknowledge the work that they do.

Kevin Tisdell: Kevin Tisdell, Code Enforcement Officer and President of SEIU, stated that SEIU and the City met back in April regarding concerns about Parking Enforcement duties and how they're working outside their duties. Mr. Tisdell added that prior to the board approving the Community Intervention Specialist classification, Parking Enforcement was doing a lot of those duties. Mr. Tisdell noted the City is supposed to be conducting a survey, but the Union hasn't seen the information. Mr. Tisdell stated they want the survey completed and to see the information so the people who are doing the extra work, community work, are seated in the right position and pay.

Tiara Gonzales: Tiara Gonzales is a current Parking Enforcement representative and agreed with what was said by Michelle and Kevin. Ms. Gonzales added that the team works very hard, tirelessly, and takes pride in the work that they do for the City. Ms. Gonzales added that the work they have been doing over the past few years has been out of the Parking Enforcement classification, which is why the issue was raised. With the new ROCK position, the team has been more or less fulfilling those duties and would like this to be reconciled. Ms. Gonzales stated they were notified that there was approval for a firm study, but there hasn't been any new information, and request the Board to help with that.

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6. CONSENT AGENDA

- None

7. NEW BUSINESS

- INFORM Board of Upcoming Annual Election for Chair and Vice Chair (No-Action).

SPEAKERS:

Human Resources Director, Sharrone Taylor, informed the Board of the annual election for the Chair and Vice Chair at the next meeting. Board Member Front confirmed the next meeting is scheduled for January.

Cordell Hindler: Mr. Hindler stated he has concerns with only three seats filled on the Board. Mr. Hindler recommended holding the election until all seats are filled and then proceeding with the election.

8. UNFINISHED BUSINESS

- None

9. REVIEW OF SUBPOENA(S)

- None

10. CONSIDERATION OF PROBLEMS AND REPORTS

- None

11. ADJOURNMENT OF MEETING

The meeting adjourned at 6:38 p.m.