The regular meeting was called to order by Chair Steve Early at 5:15 p.m. on October 25, 2018.

1. **ROLL CALL**
   
   Present: Steve Early, Chair  
   McKinley Williams, Board Member  
   Mindy Pines, Board Member  
   
   Absent: Kyra Worthy, Board Member  
   Ada Recinos, City Council Liaison

2. **AGENDA REVIEW**

3. **STATEMENT OF CONFLICT OF INTEREST**
   
   • None

4. **APPROVAL OF MINUTES**

   **SPEAKERS:**
   
   Cordell Hindler: mentioned that he had talked about the Assistant and Deputy City Manager during public comment last month and had provided the secretary with the job descriptions. He listened to the audio and the minutes appear to be correct.
   
   Board Mindy Pines made a motion to approve the minutes of May 24, 2018. Chair Early seconded the motion. Minutes were approved by the following vote: YEA: S. Early, M. Pines, M. Williams, NAY: None.

5. **PUBLIC COMMENT**

   **SPEAKERS:**
   
   Cordell Hindler: asked the personnel board to review and replace outdated language in the Deputy Chief City Manager job description. Discuss changing the November meeting to the fifth Thursday since the fourth Thursday is the day before Thanksgiving. After speaking with someone in Berkeley about a Racial Equity program, Mr. Hindler would like to have staff present something to the Personnel Board on said topic. Lastly, a brainstorming session to develop expectations for our new City Manager.

6. **CONSENT AGENDA**
   
   • None

Audio recordings of Personnel Board Meetings are available at:  
http://www.ci.richmond.ca.us/index.aspx?NID=1090
7. **NEW BUSINESS**
   - None

8. **UNFINISHED/OLD BUSINESS**
   - None

9. **REVIEW AND/OR ISSUANCE OF SUBPOENA(S)**
   - None

10. **CONSIDERATION OF PROBLEMS AND REPORTS**
    - None

11. **ADJOURNMENT**
    Meeting adjourned at 5:21 p.m.