

PERSONNEL BOARD

<http://www.ci.richmond.ca.us/1090/Personnel-Board>



REGULAR MEETING
Thursday, February 24, 2022

5:15 p.m.

ALL BOARDMEMBERS WILL PARTICIPATE VIA VIDEO OR TELECONFERENCE



AGENDA

Personnel Board Members

Chair: Steve Early

Mindy Pines

McKinley Williams

Kyra Worthy

1. ROLL CALL
2. AGENDA REVIEW
3. STATEMENT OF CONFLICT OF INTEREST
4. APPROVAL OF MINUTES
 - a. Regular Meeting of January 27, 2021
5. PUBLIC COMMENT
6. CONSENT AGENDA
None
7. NEW BUSINESS
None
8. UNFINISHED/OLD BUSINESS
None
9. REVIEW AND/OR ISSUANCE OF SUBPOENA(S)
None
10. CONSIDERATION OF PROBLEMS AND REPORTS
 - a. RPOA Grievance Appeal Hearing
11. ADJOURNMENT

NOTE: Copies of items to be distributed from the Public to the Personnel Board must also include two (2) copies; one (1) for the Secretary to the Board and one (1) for Board Counsel.

COMMUNICATION ACCESS INFORMATION This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Laura Marquez, ADA Coordinator at ADACoordinator@ci.richmond.ca.us or (510) 620-6974 at least three business days before the meeting date.

CORONAVIRUS DISEASE (COVID-19) ADVISORY

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing (Executive Order N-29-20). Both provide updated coronavirus information.

<https://www.coronavirus.cchealth.org>

and

<http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info>

DUE TO THE SHELTER IN PLACE ORDERS, attendance in the Personnel Board meeting will be by teleconference only. Public comment will be confined to items appearing on the agenda and will be limited to the method provided below. Consistent with Executive Order N-29-20, this meeting will utilize teleconferencing only. The following provides information on how the public can participate in this meeting.

How to watch the meeting from home: The meeting may be accessed by using the following Zoom meeting link:

<https://us06web.zoom.us/j/85011892620?pwd=MkV5eDEzRTlOcFdJNFJxOGtaTnZ0Zz09>

Webinar ID: 850 1189 2620 Passcode: ezyKB0

Public comments may be submitted: via email to personnel_board@ci.richmond.ca.us. Email must contain in the subject line **Public Comment**. The email must be submitted on or before Thursday, February 24, 2022 by 12:00 Noon.

Public comment for an agenda item may be submitted by: sending an email to mailto:personnel_board@ci.richmond.ca.us by 12:00 Noon on Thursday, February 24, 2022. The email must contain in the subject line **Public Comment on Agenda item #**. The request must include the following:

- (a) Your Name
- (b) Your Phone Number
- (c) The Item for which you wish to make a Public Comment

Public comment is limited to two (2) minutes.

The City cannot guarantee that its network and/or the site will be uninterrupted.

Record of all public comments: All public comments will be considered a public record, put into the official meeting record, and considered before Personnel Board action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Accessibility for Individuals with Disabilities: Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to personnel_board@ci.richmond.ca.us or submitted by phone at 510-620-6588. Requests will be granted whenever possible and resolved in favor of accessibility.

CITY OF RICHMOND, CA
HUMAN RESOURCES MANAGEMENT DEPARTMENT

**PERSONNEL BOARD
REGULAR MEETING**

**TELECONFERENCE VIA ZOOM
450 CIVIC CENTER PLAZA
RICHMOND, CA 94804**

**January 27, 2021
MINUTES**

The regular meeting was called to order by Chair Steve Early at 5:23 p.m. on January 27, 2021.

1. ROLL CALL

Present: Steve Early, Chair
Mindy Pines, Board Member
McKinley Williams, Board Member
Kyra Worthy, Board Member

Absent: None

2. AGENDA REVIEW

- None

3. STATEMENT OF CONFLICT OF INTEREST

- None

4. APPROVAL OF MINUTES

- a. Regular Meeting of December 15, 2021

SPEAKERS:

- None

Board Member Pines made a motion to approve the minutes of December 15, 2021. Chair Early seconded the motion. Minutes were approved by the following vote: YEA: S. Early, M. Pines, K. Worthy. NAY: None. ABSENT: M. Williams. ABSTAIN: None.

Board Member McKinley Williams arrived after approval of minutes.

5. PUBLIC COMMENT

SPEAKERS:

Cordell Hindler: email received and read

Audio recordings of Personnel Board Meetings are available at:

<http://www.ci.richmond.ca.us/index.aspx?NID=1090>

6. CONSENT AGENDA

- None

7. NEW BUSINESS

SPEAKERS:

- None

8. UNFINISHED/OLD BUSINESS

- None

9. REVIEW AND/OR ISSUANCE OF SUBPOENA(S)

- None

10. CONSIDERATION OF PROBLEMS AND REPORTS

- a. I.A.F.F. Local 188 Grievance Appeal Hearing open to the public to follow immediately after adjournment of Regular Meeting

11. ADJOURNMENT

Meeting adjourned at approximately 5:27 p.m.

At 10:05 p.m. post employee grievance appeal hearing, Senior Assistant City Attorney Annuitant Soublet returned to the regular meeting Zoom venue to announce that the grievance appeal would need to be continued at a future date. The continued grievance appeal agenda will be posted at least 24 hours before the occurrence of the meeting.

The hearing was held via another Zoom account for the purpose of determining procedural details and the public was not apprised on the Zoom link. This oversight will be rectified for the continuance.

Dorothy Mandujano

From: Cordell Hindler
Sent: Monday, January 24, 2022 5:30 PM
To: Personnel Board
Subject: Public Comments

This email originated from outside of the City's email system. Do not open links or attachments from untrusted sources.

good Evening Chair Early, Board Members and staff, I have a couple of items to be placed on the March Agenda:

1. APPROVAL to Revise the existing classification of Deputy Finance Director- Finance Department
2. Receive a Presentation from Segal Consulting on the Class and comp Study

the reason to have a Deputy Finance Director on Board is to assist the Finance Director in going over the details on how the budget process works.

Sincerely
Cordell