

CITY OF RICHMOND, CA
HUMAN RESOURCES MANAGEMENT DEPARTMENT

**PERSONNEL BOARD
REGULAR MEETING**

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

**June 23, 2022
MINUTES**

The regular meeting was called to order by Chair Larry Wirsig at approximately 5:15 p.m. on June 23, 2022.

1. ROLL CALL

Present: Vernetta Buckner, Board Member
Mindy Pines, Board Member
Larry Wirsig, Board Member
Kyra Worthy, Board Member

Absent: None

All Personnel Board members, counsel, and Human Resources staff introduced themselves at the beginning of the meeting.

2. AGENDA REVIEW

3. STATEMENT OF CONFLICT OF INTEREST

- None

4. APPROVAL OF MINUTES

- Regular Meeting of May 26, 2022.

SPEAKERS:

- None

Board Member Pines made a motion to approve the minutes of May 26, 2022. Board Member Buckner seconded the motion. Minutes were approved by the following vote: YEA: V. Buckner, M. Pines, L. Wirsig, K. Worthy. NAY: None. ABSENT: None. ABSTAIN: None.

5. PUBLIC COMMENT

SPEAKERS:

Cordell Hindler: email received and read

6. CONSENT AGENDA

- None

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

7. NEW BUSINESS

Board Member Pines made a motion to approve all job specifications under New Business in a single vote since the bargaining unions have met, conferred, and agreed to job specification changes. Chair Wirsig seconded the motion. A single vote to approve all job specifications under New Business by the following vote: YEA: V. Buckner, M. Pines, L. Wirsig, K. Worthy. NAY: None. ABSENT: None. ABSTAIN: None.

PUBLIC COMMENT

SPEAKERS:

Cordell Hindler: stated his agreement with the approval of the job specifications under New Business.

- a. APPROVE the revisions to Building Inspector and Code Enforcement Officer I/II job specifications
- b. APPROVE the revisions to the Construction and Maintenance Supervisor job specification
- c. APPROVE the revisions to the Capital Projects Manager job specification
- d. APPROVE bargaining unit change for job classifications Deputy Director of PW – Operations & Maintenance and Deputy Director of Finance from Local21 Mid-Management to Executive Management
- e. APPROVE the revision/retitle of Electrician to Flexibly Staffed Electrician I/II and the establishment of Senior Electrician classifications

Human Resources Manager Sharrone Taylor thanked the Personnel Board members for their expeditious vote of approval for the job specifications.

8. UNFINISHED/OLD BUSINESS

- a. **DISCUSS** nomination of and **ELECT** Personnel Board Vice Chair

Counsel Pam Lee addressed Board Member Vernetta Buckner to explain her nomination as Vice Chair at the previous meeting and due to her absence, the election was tabled for next meeting to allow Board Member Buckner the option to accept the nomination or not.

Board Member Pines nominated V. Buckner as Personnel Board Vice Chair at the May 26, 2022 regular meeting. Chair Wirsig seconded the motion. Nomination accepted by Vernetta Buckner.

Election of Vernetta Buckner as Vice Chair approved by the following vote: YEA: V. Buckner, M. Pines, L. Wirsig, K. Worthy. NAY: None. ABSENT: None. ABSTAIN: None.

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PUBLIC COMMENT

SPEAKERS:

Cordell Hindler: stated his agreement with the nomination of Vernetta Buckner as Vice Chair.

- a. **CONSIDER AND SCHEDULE** a Personnel Board Hearing on an appeal of a grievance alleging violation of a collective bargaining agreement (Employee T)

Discussion with Employee T representative RPOA President Ben Therriault and City Counsel Tony Carvalho for best date to schedule Personnel Board grievance hearing.

All parties agreed for scheduling of Personnel Board grievance hearing on the violation of a collective bargaining agreement (Employee T) at the September 22, 2022 following regular agenda business.

The September 22, 2022 meeting date to hear Employee T grievance was approved by the following vote: YEA: V. Buckner, M. Pines, L. Wirsig, K. Worthy. NAY: None. ABSENT: None. ABSTAIN: None.

Administrative Services Analyst Dorothy Mandujano read most of the attached Staff Report: **CONSIDER AND SCHEDULE** a Personnel Board Hearing on an appeal of a grievance alleging violation of a collective bargaining agreement (Employee T).

Employee T Grievance hearing documents are due to Human Resources Department Attention Dorothy Mandujano by September 15, 2022.

Employee T requested closed hearing.

Subpoenas to be addressed at the July 28th meeting.

9. **REVIEW AND/OR ISSUANCE OF SUBPOENA(S)**
 - None
10. **CONSIDERATION OF PROBLEMS AND REPORTS**
 - None
11. **PUBLIC COMMENT PRIOR TO CLOSED SESSION**
12. **CLOSED SESSION**
 - a. Public Employee Discipline/Grievance (Gov. Code § 54957):
Deliberation of RPOA grievance hearing

Personnel Board Members (former Chair Early, Board Member Pines, and Board Member Worthy) and counsel (J. Gross, and P. Lee) left the regular Personnel Board Meeting to deliberate

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on RPOA grievance hearing from February 24, 2022 continued on April 28, 2022 via closed Zoom meeting.

13. **REPORT ON CLOSED SESSION ACTIONS, IF APPLICABLE**

Chair Wirsig called the meeting back in session at 6:23 p.m.

Counsel Pam Lee reported on the closed session deliberation of a vote of 3 to 0 by the Personnel Board Members to deny the RPOA grievance. The preponderance of the evidence did not warrant the additional \$3800 lump sum payment or the wage increase. A sum of \$3800 was paid and received by RPOA employees. Since the MOU terminated in June 2022, the other bargaining units wage increase is effective 2023 which is beyond the term of the RPOA MOU effective through June 30, 2022.

14. **ADJOURNMENT**

Meeting adjourned at approximately 6:25 p.m.