

**CITY OF RICHMOND, CA
HUMAN RESOURCES MANAGEMENT DEPT.**

PERSONNEL BOARD
REGULAR MEETING

CITY COUNCIL CHAMBERS
440 CIVIC CENTER PLAZA
RICHMOND, CA 94804

**MAY 23, 2013
MINUTES**

The meeting was called to order by Vice Chairperson Brown at 5:05 p.m.

1. ROLL CALL:

Present: David A. Brown, Vice Chair
Vicki Winston
McKinley Williams
Yvonne Nair

Absent: Elaine Merriweather, Chair (arrived at 5:10 p.m.)

2. APPROVAL OF MINUTES:

a. Regular Meeting of March 28, 2013

Vice Chair Brown commented that he was absent for the March 28th meeting and will not vote on the minutes.

Stacie Plummer: Commended the Board on the minutes which she said accurately reflects statements made at the meeting.

Board Member Nair commented that neither Mr. McKinley nor Mr. Brown were present on March 28, 2013 which would leave only Ms. Nair and Winston, which does not constitute a quorum.

Bruce Souble, Assistant City Attorney, stated there are rules of necessity that would allow for the present members of the Personnel Board to vote on the minutes.

Board Member Winston made motion to approve the minutes of March 28, 2013; seconded by Board Member Nair. Item was approved by the following vote: AYES: Ms. Nair, Mr. Williams, and Ms. Winston. NOES: None; ABSENT: Ms. Merriweather; ABSTAIN: Mr. Brown.

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b. Regular Meeting of April 25, 2013

Bruce Soublet, Assistant City Attorney, stated under public comment from Mr. Stan Fleury, there is a typographical correction in the line next to the last line above “his service” and the words should be “precedents”.

Board Member Nair made motion to approve the minutes of April 25, 2013; seconded by Board Member Williams. Item was approved, as corrected by the following vote: AYES: Ms. Nair, Mr. Williams and Mr. Brown. NOES: None; ABSENT: Ms. Merriweather. ABSTAIN: Ms. Winston.

3. PUBLIC COMMENT:

Pamela Hampton: Stated on Wednesday, May 22nd she forwarded each member an email regarding her situation, and reiterated the importance of fairness in the findings. On February 2, 2010, she filed a grievance for working out of classification which was just recently heard in two parts in February and March of this year, resulting in a tie vote. All appeals, however, must be heard by the entire Board and not a quorum. She asked for consideration to nullify the previous outcome and to take under submission her request to be granted a favorable decision to include and not limited to all remedies sought.

Stacie Plummer: Referred to standing agenda items. She is a Commissioner on another body and every agenda they have “Agenda Items for Next Meeting” and she asked that the Board consider this option.

Noted Present: Vice Chair Brown recognized the arrival of Chair Merriweather at 5:10 p.m.

Stan Fleury: Thanked the Board for accurate minutes and thanked citizens of the City for taking the time and serving on this board. For other boards and commissions, a Council liaison attends and he asked for proper protocol to be followed according to the City Charter. As the most important board in the City per the Charter, the Personnel Board has the right and obligation to choose the counsel that it sees fit.

4. COMMUNICATIONS: None

5. UNFINISHED BUSINESS:

a. PROCLAMATION FOR JOANNE SIDWELL

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Lisa Stephenson, Human Relations Manager, reported that Ms. Sidwell contacted staff and let them know she was not available tonight. Staff asked Ms. Sidwell to let them know which future meeting she can attend.

6. CONSIDERATION OF PROBLEMS AND REPORTS:

Chair Merriweather said per the speaker's comment, she asked the Mr. Soublet what the procedures and protocol are for agendizing items for future meetings. Mr. Soublet said the Board adopted these very rules, and he suggested this topic be agendized for the next meeting for an in-depth discussion. If a member has any item they wish to place on a future agenda, they could provide the item to Ms. Stephenson after the meeting for consideration of placement of the next agenda. He added that members should not verbalize their desire for items to be placed on a future agenda at the meeting.

Ms. Winston asked and confirmed with Mr. Soublet that this topic will be agendized for the next meeting. She said she served on the Planning Commission for 8 years and is familiar with protocols of the Commission and she is somewhat confused as to the issue. She suggested a training workshop be held regarding the Brown Act and protocols for the Personnel Board. Mr. Soublet suggested submitting this topic to Ms. Stephenson.

Ms. Winston added that at the end of every meeting, there were comments by members such as "for the good of the order" where they could provide personal and professional updates and comments. She indicated she will ask that this be agendized as well. Mr. Soublet said unlike the other boards and a commission, the Personnel Board is established by the City Charter.

7. ADJOURNMENT:

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

LISA STEPHENSON
ACTING HUMAN RESOURCES MGMT.
DIRECTOR