

**CITY OF RICHMOND, CA**  
**HUMAN RESOURCES MANAGEMENT DEPARTMENT**

**PERSONNEL BOARD  
REGULAR MEETING**

**CITY COUNCIL CHAMBERS  
440 CIVIC CENTER PLAZA  
RICHMOND, CA 94804**

**DECEMBER 19, 2013  
MINUTES**

The regular meeting was called to order by Chairperson Merriweather at 5:05 p.m.  
on December 19, 2013

**1. ROLL CALL:**

Present: Elaine Merriweather, Chairperson  
David Brown, Vice Chairperson  
Yvonne Nair, Board Member  
McKinley Williams, Board Member

Absent: Vicki Winston, Board Member

**2. APPROVAL OF MINUTES:**

- None

Action:

- Minutes will now be done in-house
- Audio will be uploaded to website

**3. PUBLIC COMMENT**

**SPEAKER:**

**Donna Rayon**: requested that the board look into the possible violation of Personnel Rules and the City of Richmond City Charter when she was dismissed as a Code Enforcement Officer.

**4. COMMUNICATIONS:**

Discussion – Due to the availability of Chief Magnus, 4b was moved to an earlier time

- b. Internal Affairs Investigation process presented by Police Chief Magnus and Attorney Simonson

***Audio recordings of Personnel Board Meetings are available at:***  
**<http://www.ci.richmond.ca.us/index.aspx?NID=1090>**

Action:

- Request breakdown of IA investigations by:
    - Number of employees who have been investigated
    - Race statistics to assess whether race is a factor.
  - Attorney Simonson instructed Board Member Yvonne Nair to contact Chief Magnus by email stating clearly the request mentioned and the type of data desired.
- a. Discussion and Potential Action to Amend Procedures and Protocols to Provide for a Second Public Comment Period

**SPEAKER:**

**Stan Fleury**: speaks on rules and procedures on public comment and the inability of the Chair and board members to engage in discussion or opinion not listed on agenda versus Brown Act (government code, section 5494.2(a)2) a brief response is acceptable. This may need clarification. According to the League of California Cities, public speakers cannot be compelled to fill out their name and address as a requirement to speak.

Action:

- Place on agenda in January for voting

**5. UNFINISHED BUSINESS:**

- a. Discussion of Workplace Bullying Policy

**SPEAKER:**

**Cordell Hensler**: spoke on the effect bullying had on a particular employee who was terminated and has probably affected other City of Richmond employees.

Action:

- Change “What is not Bullying” (page 2) to “Bullying is Not”
- Place on next agenda for discussion and vote
- Email Lisa Stephenson for any changes in the policy

**6. CONSIDERATION OF PROBLEMS AND REPORTS:**

- None

**7. REPORTS OF BOARD MEMBERS:**

- Status of future hearings on whether a Special Meeting will be scheduled or the hearing will take place at the February Regular Meeting

**8. ADJOURNMENT**

Meeting adjourned at 6:11 p.m.

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