

PERSONNEL BOARD

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



REGULAR MEETING Thursday, June 28, 2018

5:15 p.m.

@ 440 Civic Center Plaza – City Council Chambers



AGENDA

Chair: Steve Early

Personnel Board Members

Mindy Pines

McKinley Williams

1. ROLL CALL
2. AGENDA REVIEW
3. STATEMENT OF CONFLICT OF INTEREST
4. APPROVAL OF MINUTES
 - a. Regular Meeting of May 24, 2018
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
 - None
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 Bruce Souplet, ADA Coordinator at (510) 620-6509 at least three business days before the meeting date.

CITY OF RICHMOND, CA
HUMAN RESOURCES MANAGEMENT DEPARTMENT

**PERSONNEL BOARD
REGULAR MEETING**

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

**MAY 24, 2018
MINUTES**

The regular meeting was called to order by Chair Steve Early at 5:16 p.m. on May 24, 2018.

An audio of this meeting does not exist. Minutes are from recall and notes from the meeting.

1. ROLL CALL

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

Absent: Ada Recinos, City Council Liaison

Human Resources Personnel Officer Donna Newton acted as Secretary in the absence of Lisa Stephenson

2. AGENDA REVIEW

- Moved from Consent item 6a. [**APPROVAL** to revise/re-title the existing classification of Paratransit Driver to Richmond R-Transit Driver (City Manager's Office)] to New Business

3. STATEMENT OF CONFLICT OF INTEREST

- None

4. APPROVAL OF MINUTES

SPEAKERS:

Cordell Hindler: mentioned that he listened to the audio and the minutes are accurate.

Board Mindy Pines made a motion to approve the minutes of April 26, 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: spoke on job descriptions and salary schedules.

6. CONSENT AGENDA

Audio recordings of Personnel Board Meetings are available at:

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

- a. **APPROVAL** to revise/re-title the existing classification of Paratransit Driver to Richmond R-Transit Driver (City Manager's Office) **Moved to New Business as per request during Agenda Review**

7. **NEW BUSINESS**

Moved from Consent Agenda: **APPROVAL** to revise/re-title the existing classification of Paratransit Driver to Richmond R-Transit Driver (City Manager's Office)

SPEAKERS:

None

DISCUSSION: Board Member McKinley Williams asked for clarification on this classification and whether this position would be responsible for transporting ambulatory or non-ambulatory customers versus Lyft which was discussed last month. Human Resources Personnel Officer Donna Newton explained that Lyft would be contacted for ambulatory while the new Richmond R-Transit Driver would be responsible for non-ambulatory.

Board McKinley Williams made a motion to approve the revised/re-titled Paratransit Driver to Richmond R-Transit Driver as presented. Chair Early seconded the motion. The classification was approved by the following vote: YEA: S. Early, M. Pines, M. Williams, NAY: None.

8. **UNFINISHED/OLD BUSINESS**

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

10. **CONSIDERATION OF PROBLEMS AND REPORTS**

11. **ADJOURNMENT**

Meeting adjourned at 5:31 p.m.