

PERSONNEL BOARD

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



REGULAR MEETING
Wednesday, November 20, 2019

5:15 p.m.

@ 450 Civic Center Plaza – City Hall, Richmond Room



AGENDA

Chair: Steve Early

Personnel Board Members

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 October 24, 2019
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 Soublet, 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**

**October 24, 2019
MINUTES**

The regular meeting was called to order by Chair Steve Early at 5:15 p.m. on October 24, 2019.

A recording for this meeting does not exist. Notes were used to complete the minutes.

1. ROLL CALL

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

Absent: Kyra Worthy, Board Member

2. AGENDA REVIEW

- None

3. STATEMENT OF CONFLICT OF INTEREST

- None

4. APPROVAL OF MINUTES

SPEAKERS:

Cordell Hindler: stated that in May he meant to say that City staff should receive a presentation on GARE. Mr. Hindler recommended that the minutes for August be approved. Mr. Hindler also mentioned that he has compared the City of Richmond Administrative Manual with the City of Berkeley and the City of Richmond needs to be updated.

a. Regular Meeting of May 23, 2019

Dorothy Mandujano, Principal Personnel Analyst, who sat in for Secretary Lisa Stephenson, explained that the minutes for May were being presented again for approval because they were originally approved pending changes recommended by public speaker Cordell Hindler. A recording does not exist for the May meeting but in August when the May minutes were on the agenda, Cordell stated that he meant to say... Ms. Mandujano mentioned that the minutes should not be changed because of the intent of what someone wants to say. Mr. Hindler's statement is recorded in the August minutes. Dorothy requested that the minutes be approved as presented in August.

Board Member Pines made a motion to approve the minutes of May 23, 2019. Chair Early seconded the motion. Minutes were approved by the following vote: YEA: S. Early, M. Pines, M. Williams NAY: None.

Audio recordings of Personnel Board Meetings are available at:

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

Board Member Pines made a motion to approve the minutes of August 22, 2019. 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: asked that the Personnel Board consider for the November or December agenda the following three items. 1. Administrative Manual update with a consultant. 2. Update of the Deputy Director of Housing Authority. 3. Compare the Assistant City Manager with the City of San Pablo job description.

Mr. Hindler also expressed his disappointment in the number of times the Personnel Board meeting is cancelled and that the Police Department has been waiting for months for the approval of these classifications.

6. **CONSENT AGENDA**

Board Member Pines made a motion to approve to establish the position of Deputy Fire Marshal. Chair Early seconded the motion. The position of Deputy Fire Marshal was approved by the following vote: YEA: S. Early, M. Pines, M. Williams, NAY: 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**

SPEAKER:

Ben Therriault: Officer/RPOA President Therriault expressed his gratitude for the Personnel Board Members decision on the RPOA grievance and the process which proved to work. He stated that he changed his position on the Dispatcher III classification from a no to a no position stance. He still believes City Council will have issues with the salary. He noted that there have been changes but was hopeful that things would move forward.

11. **ADJOURNMENT**

Meeting adjourned at approximately 5:28 p.m.