

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Ave.
Lakewood, CA 90713

MINUTES
Regular Meeting

February 23, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Linda Vaughan, Chairperson, on Thursday, February 23, 2023 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Chairperson, Linda Vaughan.

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski
Linda Vaughan

ROLL
STAFF MEMBERS
PRESENT

Kenneth Kato, Executive Officer; Jesus Rios Jr., Certification Services Manager; Amy Van Fossen, Associate Personnel Analyst; Lydia Smith, Associate Personnel Analyst; Mindi Ritter, Senior Administrative Secretary; Oralía Leyva, Employment Services Supervisor; Joanna Guzman, Human Resources Technician; Ashleigh Fernando, Human Resources Technician and Jazmin Salgado, Human Resources Technician.

GUESTS PRESENT

Stacey Lewis, Kellyanna Miller, CSEA Representative, Appellant 46685158 and Appellant 48165963

MINUTES OF
REGULAR MEETING
APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of February 9, 2023.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

RECEIVE
CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM
EXECUTIVE OFFICER

Kenneth Kato, Executive Officer, shared that Proposition 28 has moved forward expanding the arts in the classroom program which may require additional classified staff.

Amy Van Fossen, Associate Personnel Analyst, reported there are 60 recruitments in varying stages of completion with 24 in the examination process. Ms. Van Fossen explained that the unit is busy working to schedule examinations to create eligibility lists

for the recruitments. Ms. Van Fossen shared that she, has been corresponding with Nicole Lopez, Principal, Long Beach School for Adults (LBSA) on ways to assist students in the Custodian course with interviewing. Ms. Van Fossen and staff will be going to the LBSA on March 2 and 9, 2023 to speak with students on ways to positively represent yourself during interviews.

Jesus Rios Jr., Certification Services Manager, reported that staff continue to send the eligibility lists out to schools and departments to fill their vacancies. Mr. Rios shared that at the last Board of Education meeting a total of 25 probationary and 6 substitute employees were appointed in the classified service. Mr. Rios explained that staff has been working on the Head Start project for employee fingerprint compliance. Mr. Rios mentioned that 439 applications have been submitted and the deadline to submit is March 17, 2023.

Mr. Kato mentioned that Monica Gaytan, Human Resources Assistant, is organizing the planning of the First Aid/CPR class on Friday, February 28, 2023, held at the Teacher Resource Center (TRC).

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Intermediate Nutrition Services Worker
2. **RATIFY** job announcement bulletin for Senior Nutrition Services Worker
3. **APPROVE** the certification of Accounting Technician eligibility list 23-0150-0750 established 02/24/2023
4. **APPROVE** the certification of Head Start Instructional Aide eligibility list 23-0139-0657 established 02/23/2023
5. **APPROVE** the certification of Instructional Aide – Deaf/Hard of Hearing eligibility list 23-0165-3271 established 02/24/2023
6. **APPROVE** the certification of Instructional Aide - Special eligibility list 23-0220-0448 established 02/24/2023
7. **APPROVE** the certification of Kids' Club Assistant eligibility list 23-0185-0694 established 02/15/2023
8. **APPROVE** the certification of Library/Media Assistant eligibility list 23-0189-0465 established 02/23/2023
9. **APPROVE** the certification of Nutrition Services Worker eligibility list 23-0187-5068 established 02/17/2023
10. **APPROVE** the certification of Nutrition Services Worker (Catalina Island) eligibility list 23-0219-5068 established 02/21/2023
11. **APPROVE** the certification of Painter eligibility list 23-0152-0113 established 02/21/2023

12. **APPROVE** the certification of Recreation Aide eligibility list 23-0223-5255 established 02/21/2023
13. **APPROVE** the certification of Recreation Aide – WRAP eligibility list 23-0159-5261 established 02/15/2023
14. **APPROVE** the certification of Recreation Leader - WRAP eligibility list 23-0161-5262 established 02/15/2023
15. **APPROVE** the certification of School/Community Liaison – Bilingual Spanish eligibility list 23-0173-5178 established 02/15/2023

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to ratify items 1-2 and approve items 3-15 on the Consent Agenda.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

NEW BUSINESS

1. **APPROVE** the Creation of a New Classification – Chief Technology Officer

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve New Business item 1.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

2. **APPROVE** the Creation of a New Classification – Senior Associate General Counsel

A motion was made by Sheryl Bender, seconded by Terence Ulaszewski, and the motion was carried with a unanimous vote of those present to approve New Business item 2.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

3. **APPEAL** of a Disqualified Applicant ID 46685158

New Business item 3 was moved into closed session.

4. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID CCW-QT

New Business item 4 was moved into closed session.

5. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 48165963

New Business item 5 was moved into closed session.

OLD BUSINESS	None
OTHER ITEMS	None
NEXT REGULAR MEETING	The next Regular Meeting of the Personnel Commission is scheduled for Thursday, March 9, 2023 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Ave., Lakewood, CA 90713.
CLOSED SESSION	The Personnel Commission retired into closed session at 8:26 a.m.
OPEN SESSION	The Personnel Commission returned to open session at 11:05 a.m. with the following reportable actions.

1. **APPEAL** of a Disqualified Applicant ID 46685158

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to dismiss staff's recommendation and allow Applicant ID 46685158 to remain on the eligibility list.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender		X	
Terence Ulaszewski		X	
Linda Vaughan		X	

2. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID CCW-QT

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to dismiss staff's recommendation and allow Applicant ID CCW-QT to remain on the eligibility list.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender		X	
Terence Ulaszewski		X	
Linda Vaughan		X	

3. **APPROVE** the Recommendation to Remove from Eligibility List - Applicant ID 48165963

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve staff's recommendation and remove Applicant ID 48165963 from the eligibility list.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		
Linda Vaughan	X		

ADJOURNMENT

The Regular Meeting of the Personnel Commission was declared adjourned at 11:07 a.m.