

**CITY OF BERKELEY**  
**MEETING OF THE PERSONNEL BOARD**  
1301 Shattuck Avenue  
Live Oak Community Center, Fireside Room  
Berkeley, CA 94704  
January 8, 2023  
7:00 P.M.

Secretary: Aram Kouyoumdjian, Human Resources Director  
2180 Milvia Street, First Floor, Berkeley, CA 94704  
(510) 981-6800  
[hr@cityofberkeley.info](mailto:hr@cityofberkeley.info)

**MEETING MINUTES**

- I. Call to Order 7:00 pm
- II. Roll Call 7:00 pm
- Members Present: Robert Dixon (Chair), Darryl Bartlow, Jenny Wenk, Aviva Gilbert (Vice Chair)
- Members Absent: Mary Kay Lacey, Maya Karpinski, Nic O'Loughlin
- Staff Present: Aram Kouyoumdjian (Director of Human Resources); Monica Walker (Human Resources Manager); Benita Torres (Office Specialist II); Tamela Hopson-Dudley (HR Associate Analyst)
- Public Attendance: None
- III. Public Comments None

**ACTION ITEMS:**

- IV. Approval of Minutes of Meeting on December 6, 2023

**Action:** MSC (Wenk/Bartlow) to approve the minutes of the meeting on December 6, 2023.

**Vote:** Ayes: Dixon, Bartlow, Wenk, Gilbert  
Noes: None  
Abstains: None  
Absent: Lacey, O'Loughlin, Karpinski

- V. Request to Adjust City Attorney Salary Range and Revised Salary

**Action:** MSC (Wenk, Bartlow) to approve adjustment to City Attorney Salary Range.

**Vote:** Ayes: Dixon, Bartlow, Wenk, Gilbert  
Noes: None  
Abstains: None  
Absent: Lacey, O'Loughlin, Karpinski

- VI. Recommendation to Reclassify Employee Relations Manager and Assistant to the City Attorney as at-will Classifications.

**Action:** MSC (Wenk/Bartlow) to approve Recommendation to Reclassify Employee Relations Manager and Assistant to the City Attorney.

**Vote:**

Ayes: Dixon, Bartlow, Wenk, Gilbert  
Noes: None  
Abstains: None  
Absent: Lacey, O'Loughlin, Karpinski

**INFORMATION ITEMS:**

- VII. EEO Presentation-Tamela Hopson-Dudley
- VIII. Director's Report – Updates from HR Director – Discussion Only
- IX. Copy of Berkeley Matters – Discussion Only
- X. Adjournment            8:06 pm