

CITY OF BERKELEY
MEETING OF THE PERSONNEL BOARD
1301 Shattuck Avenue
Live Oak Community Center, Fireside Room
Berkeley, CA 94704
February 5, 2024
7:00 P.M.

Secretary: Aram Kouyoumdjian, Human Resources Director
2180 Milvia Street, First Floor, Berkeley, CA 94704
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MEETING MINUTES

I. Call to Order 7:00 pm

II. Roll Call 7:00 pm

Members Present: Darryl Bartlow
Robert Dixon (Chair)
Aviva Gilbert (Vice Chair)
Maya Karpinski
Mary Kay Lacey
Nic O'Loughlin
Jenny Wenk

Members Absent: None

Staff Present: Aram Kouyoumdjian (Director of Human Resources)
Monica Walker (Human Resources Manager)
Scott Ferris (Director of Parks, Recreation, and Waterfront)
Christina Erickson (Deputy Director of Parks, Recreation, and Waterfront)

Public Attendance: None

III. Public Comments None

ACTION ITEMS:

IV. Approval of Minutes of Meeting on January 8, 2024

Action: MSC (Wenk/Aviva) to approve the minutes of the meeting on January 8, 2024, with corrections as follows: update Lacey, O'Loughlin, and Karpinski as absent.

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

V. Election of Chair.

Action: MSC (Lacey, Wenk) to nominate Robert Dixon as Chair.

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

Election of Vice Chair.

Action: MSC (Dixon, Wenk) to nominate Aviva Gilbert as Vice Chair.

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

VI. Recommendation to Revise Job Class Specification – Forestry Climber.

Action: MSC (Bartlow, O'Loughlin) to approve revisions to Forestry Climber.

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

VII. Recommendation to Revise Job Class Specifications – Playground Leader Trainee, Camp Staff Member, Camp Staff Leader, and Camp Staff Supervisor.

Action: MSC (Gilbert/Dixon) to approve revisions to Playground Leader Trainee, Camp Staff Member, Camp Staff Leader, and Camp Staff Supervisor.

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

VIII. Recommendation to Revise Salary Ranges – Electrical Supervisor and Communications Supervisor.

Action: MSC (Lacey/Wenk) to approve revisions to Electrical Supervisor and Communications Supervisor.

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

INFORMATION ITEMS:

- IX. Report by Director of Human Resources – Discussion Only
- X. Copy of Berkeley Matters – Discussion Only
- XI. Adjournment 8:10 PM