



City of San Leandro

City Hall
835 East 14th Street
San Leandro, California

Minutes

Personnel Relations Board

Thursday, July 17, 2025

5:30 PM

City Hall, Human Resources Conference Room
(enter on East 14th Street entrance)

1. CALL TO ORDER ROLL CALL

The meeting was called to order by Chair Heystek at 5:30 p.m.

Present: 4 - Heystek, Huang, Cornelious, Altamirano (arrived at 5:33pm)
Absent: 1- Krishnan

2. ANNOUNCEMENTS

Chair Heystek moved agenda item 6C to take place after item 7B.

3. CONSENT CALENDAR

3.A. Minutes from the April 17, 2025 Meeting

*Vice Chair Huang moved to approve the minutes for the April 17, 2025 meeting.
Member Cornelious seconded. The motion passed by the following vote:*

AYE: 3 – Heystek, Huang, Cornelious
Absent: 2 – Altamirano, Krishnan

4. PUBLIC COMMENTS

There were no public comments.

5. PRESENTATIONS

5.A. Overview of Personnel Rules

Secretary Hung provided an overview of the Personnel Rules.

6. ACTION ITEMS

6.A. Extension of Employment Lists

a) Senior Account Clerk

Member Altamirano moved to approve the six-month extension of the Senior Account Clerk Employment List; Member Cornelious seconded. The motion passed by the

following vote:

AYE: 4 – Heystek, Huang, Altamirano, Cornelious

Absent: 1- Krishnan

6.B. Adoption/Revision of Classifications

a) None

6.C. Election of Chair and Vice Chair for the period July 1, 2025 through June 30, 2026

Chair Heystek moved to elect Vice Chair Huang to the Chair position, Member Cornelious seconded. The motion passed by the following vote:

AYE: 4 – Heystek, Huang, Cornelious, Altamirano

Absent: 1 - Krishnan

Member Altamirano moved to elect Member Cornelious for the Vice Chair position; Vice Chair Huang seconded. The motion passed by the following vote:

AYE: 4 – Heystek, Huang, Cornelious, Altamirano

Absent: 1 - Krishnan

7. CITY STAFF REPORTS AND ANNOUNCEMENTS

7.A. Human Resources Activities Report: April – June 2025

7.B. Informational Listing of Personnel Actions: April – June 2025

Secretary Hung provided the Board information on the past quarter's recruitment and personnel activities.

8 BOARD REPORTS AND ANNOUNCEMENTS

Member Altamirano thanked Chair Heystek for serving as the Board's Chair for the past year

9. ADJOURN

The meeting was adjourned by Chair Heystek at 6:09 p.m.

RESPECTFULLY SUBMITTED:

Emily Hung, Secretary

MEETING ACCESSIBILITY

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