



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Meeting Agenda

Personnel Relations Board

Chair James Andrew Browne, At Large (1)
Vice Chair Dewayne Cornelious, At Large (1)
Jane Ann Abelee, At Large (5)
Orval Badger, At Large (1)
Louis Neira Heystek, At Large (5)

Thursday, April 18, 2019

5:30 PM

City Hall, Human Resources Conference Room

1. CALL TO ORDER

2. ROLL CALL

Chair Browne, Vice Chair Cornelious, Members Abelee, Badger, Heystek

3. PUBLIC COMMENTS

The public is invited to make any comments related to Agenda items or other items of public interest at this time. The Board is prohibited from responding to such comments or discussing items not on the Agenda, but will defer items to staff.

4. APPROVAL OF MINUTES

4.A. January 17, 2019

5. EMPLOYMENT LISTS

Employment lists are established through civil service procedures for the purpose of providing eligible candidates for vacant positions. Lists are generally active for one year, unless extended by the Board.

6. ADOPTION/REVISION OF CLASSIFICATIONS

Classification specifications are established, and periodically updated, to define job duties and establish minimum qualification requirements.

6.A. Electrician I (revisions)

6.B. Police Services Aide (revisions)

6.C. Library Security Aide (new)

7. HUMAN RESOURCES MANAGER REPORT

Recruitment/HR Department activities and events of the past quarter are summarized.

7.A. HR Activities: January 1, 2019 - March 31, 2019

7.B. Informational Listing: January 1, 2019 - March 31, 2019

8. MEMBER COMMENTS

9. ADJOURNMENT

The public is invited to speak on any item listed on the Agenda. If special accommodations are required for the disabled, please call Human Resources at 577.3396 or TDD 577.3343.