



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

Personnel Relations Board

Chair DeWayne Cornelious, At Large (1)
Vice Chair Louis Neira Heystek, At Large (1)
Orval Badger, At Large (1)
James Andrew Browne, At Large (1)
Chike Udemezue, At Large (1)

Thursday, April 15, 2021

5:30 PM

Access this meeting remotely using this URL:
<https://sanleandro-org.zoom.us/j/84000924062>

The regularly scheduled Personnel Relations Board Meeting will be conducted via teleconferencing. Members of the public may observe, participate, and provide comments during the hearing remotely, using the instructions below. We ask that all participants follow the same decorum while teleconferencing as during a regular meeting.

This meeting is being held in accordance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020, to allow attendance by members of the Personnel Relations Board by teleconference, videoconference, or both.

If you would like to speak on an agenda item, you can access the meeting remotely. Join from a PC, Mac, iPad, iPhone, or Android device:

Please click the link below to join the webinar:
<https://sanleandro-org.zoom.us/j/84000924062>

Or join by phone: 877-853-5247 (Toll Free) or 888-788-0099 (Toll Free)

Enter Meeting ID: 840 0092 4062

1. CALL TO ORDER

The meeting was called to order at 5:31 p.m.

2. ROLL CALL

Chair Cornelious, Vice Chair Heystek, Members Browne and Udemezue participated in the meeting via remote video conference. Member Badger was absent.

Present 4 - Browne, Cornelious, Heystek, Udemezue

Absent 1 - Badger

3. PUBLIC COMMENTS

Comments were made by Bernard Ashcraft.

4. APPROVAL OF MINUTES

4.A. January 21, 2021 meeting

Vice Chair Heystek moved to approve the minutes of January 21, 2021 with minor revisions on items 4.A and 6.C to acknowledge the absence of Member Udemezue in the votes; Member Browne seconded. The motion passed by the following vote:

AYE: 4

NAY: 0

ABSENT: 1

ABSTAIN: 0

5. EMPLOYMENT LISTS

5.A. Assistant / Associate Engineer

Member Browne moved to approve the Employment List extension for Assistant/Associate Engineer; Vice Chair Heystek seconded. The motion passed by the following vote:

AYE: 4

NAY: 0

ABSENT: 1

ABSTAIN: 0

6. ADOPTION/REVISION OF CLASSIFICATIONS

6.A. Assistant Planner (New)

6.B. Associate Planner (New)

6.C. Senior Planner (New)

6.D. Project Specialist I (Revisions)

6.E. Project Specialist II (Revisions)

6.F. Senior Project Specialist (Revisions)

Senior Human Resources Analyst Yana Taran introduced Community Development Director Tom Liao and Planning Manager Andrew Mogensen. Director Liao presented the proposal to create a new Planner classification series separate from the Project Specialist classification series which focuses on economic development and housing

responsibilities. Staff discussed how planning is a technical, specialized field that requires knowledge of the zoning code and focuses on design and land use without a concentration on finances, whereas the work of Project Specialists in either housing or economic development have more of a generalist view and a financial feasibility lens. Chair Cornelious recommended that in the Senior Planner spec, the verb tense in the bullet "...revised land use controls..." be changed to "revises."

Member Udemezue moved to approve the Planner series specifications with the proposed change as discussed; Vice Chair Heystek seconded. The motion passed by the following vote:

AYE: 4

NAY: 0

ABSENT: 1

ABSTAIN: 0

Vice Chair Heystek moved to adopt the proposed revisions to the Project Specialist series; Member Browne seconded. The motion passed by the following vote:

AYE: 4

NAY: 0

ABSENT: 1

ABSTAIN: 0

7. HUMAN RESOURCES MANAGER REPORT

7.A. HR Activities: January - March 2021

7.B. Informational Listing: January - March 2021

Human Resources Analyst Tiffany Johnston and Senior Human Resources Analyst Taran updated the Board on personnel and recruitment activities during the past quarter, which included the City Manager and Police Chief recruitment processes, implementing new COVID laws and leaves, and planning a safe and thoughtful reopening plan for employees and the public.

8. MEMBER COMMENTS

Vice Chair Heystek proposed adjourning the meeting in honor of Alfred "Big Al" Frates, who was a stalwart volunteer, business owner and former City Commissioner.

9. ADJOURNMENT

The Personnel Relations Board meeting was adjourned in memory of Al Frates at 6:17 p.m.