



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Meeting Agenda

Personnel Relations Board

Chair Louis Neira Heystek, At Large
Vice Chair Carolina Altamirano, At Large
DeWayne Cornelious, At Large
Silin Huang, At Large
Gopal Krishnan, At Large

Thursday, April 18, 2024

5:30 PM

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

1. CALL TO ORDER

2. ROLL CALL

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. February 1, 2024 Special Meeting

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.

5.A. Plant Operator (Operator-in-Training/Operator I)

6. ADOPTION/REVISION OF CLASSIFICATIONS

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

6.A. Parks & Landscape Manager (new)

6.B. Environmental Services Manager (new)

6.C. Human Services Program Assistant (new)

6.D. Human Services Program Coordinator (new)

6.E. Collection Systems Maintenance Supervisor (revision)

6.F. IT Infrastructure Analyst I/II (revision)

6.G. Human Resources Technician (revision)

6.H. Human Resources Analyst (revision)

7. HUMAN RESOURCES REPORT

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

7.A. Human Resources Activities Report: January – March 2024

7.B. Informational Listing of Personnel Actions: January – March 2024

8. MEMBER COMMENTS

9. ADJOURN

If special accommodations are required for the disabled, please call Human Resources at 510-577-3396.

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