



# City of San Leandro

Civic Center  
835 East 14th Street  
San Leandro, California

## Meeting Agenda

### Personnel Relations Board

*Chair Louis Neira Heystek, At Large (5)*

*Vice Chair James Andrew Browne, At Large (1)*

*Jane Ann Abelee, At Large (5)*

*Orval Badger, At Large (1)*

*Dewayne Cornelious, At Large (1)*

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Thursday, April 19, 2018

5:30 PM

City Hall, Human Resources Conference Room

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#### 1. CALL TO ORDER

#### 2. ROLL CALL

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

#### 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. MINUTES

##### 4.A. Approval of Minutes of the January 18, 2018 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. Police Service Technician I/II

##### 5.B. Maintenance Worker - Entry

#### 6. ADOPTION/REVISION OF CLASSIFICATIONS

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

##### 6.A. Plant Electrician I/II (revisions)

#### 7. HUMAN RESOURCES MANAGER REPORT

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

- 7.A. HR Activities: January - March
- 7.B. Informational Listing: January - March

**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.*