



# 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 Orval Badger, At Large (1)*  
*DeWayne Cornelious, At Large (5)*  
*Louis Neira Heystek, At Large (5)*  
*Chike Udemezue, At Large (1)*

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Thursday, March 2, 2023

5:30 PM

City Hall, Human Resources Conference Room

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#### Special Meeting

**1. CALL TO ORDER**

**2. ROLL CALL**

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

**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. October 20, 2022 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. None**

**6. ADOPTION/REVISION OF CLASSIFICATIONS**

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

**6.A. Executive Assistant to the City Manager**

**7. HUMAN RESOURCES MANAGER REPORT**

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

7.A. Human Resources Activities Report: October – December 2022

7.B. Informational Listing of Personnel Actions: October – December 2022

**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.*