



City of San Leandro

City Hall
835 East 14th Street
San Leandro, California

Meeting Agenda Personnel Relations Board

Thursday, April 17, 2025

5:30 PM

City Hall, Human Resources Conference Room
(enter on East 14th Street)

**1. CALL TO ORDER
ROLL CALL**

Chair Heystek, Vice Chair Huang, Members Altamirano, Cornelious, Krishnan

2. ANNOUNCEMENTS

3. CONSENT CALENDAR

3.A. Minutes from the January 17, 2025 Meeting

3.B. Minutes from the February 27, 2025 Special Meeting

3.C. Minutes from the March 27, 2025 Special Meeting

4. 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.

5. PRESENTATIONS

None

6. ACTION ITEMS

6.B. Adoption/Revision of Classifications - Previously tabled

- a) Maintenance Worker I/II (revision of Facilities Maintenance Worker I/II, Street Maintenance Worker I/II)
- b) Mechanic I/II (revision of Equipment Mechanic)
- c) Traffic Control Technician I/II (revision of Electrician I/II)

6.C. Adoption/Revision of Experience Requirement – Previously Approved

- a) Accounting Assistant I/II
- b) Administrative Assistant I/II
- c) Police Service Technician I/II
- d) Senior Accountant

6.D. Adoption/Revision of Classifications

- a) Emergency Services Specialist (revision)
- b) Public Information Assistant (new)
- c) Risk Management Technician (new)
- d) Laboratory Technician I/II (revision)
- e) Chemist (new)
- f) Laboratory & Compliance Supervisor (revision)
- g) Collection Systems Maintenance Worker I/II (revision)
- h) Sr. Collection System Maintenance Worker (revision)
- i) Plant Electrical & Instrumentation Technician I/II (revision)
- j) Plant Maintenance Mechanic I/II (revision)
- k) Sr. Plant Maintenance Mechanic (new)
- l) Plant Maintenance Supervisor (revision)
- m) Plant OIT/I/II (revision)
- n) Lead Plant Operator (revision)
- o) Plant Operations Supervisor (revision)
- p) Environmental Protection Specialist I/II (revision)
- q) Environmental Protection Supervisor (revision)

7. CITY STAFF REPORTS AND ANNOUNCEMENTS

7.A. Human Resources Activities Report: January – March 2025

7.B. Informational Listing of Personnel Actions: January – March 2025

8. BOARD REPORTS AND ANNOUNCEMENTS

9. ADJOURN

RESPECTFULLY SUBMITTED:

Emily Hung, Secretary

MEETING ACCESSIBILITY

In compliance with the Americans with Disabilities Act, a person requiring an accommodation, auxiliary aid, or service to participate in this meeting should contact the City Clerk's Office at 510-577-3368 kclancy@sanleandro.org, as far in advance as possible, but no later than 72 hours prior to the meeting.

Translators and sign language interpreters are available if requested prior to the meeting. To request a translator, interpreter or any reasonable accommodation that may be necessary to participate in the meeting, please contact the City Clerk at 510-577-3368 or kclancy@sanleandro.org at least 72 hours prior to the meeting.

Hay traductores e intérpretes de lenguaje de señas disponibles si se solicitan antes de la reunión. Para solicitar un traductor, intérprete o cualquier adaptación razonable que pueda ser necesaria para participar en la reunión, por favor, contacte a la Secretaría Municipal al 510-577-3368 o kclancy@sanleandro.org al menos 48 horas antes de la reunión.

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可提供翻译员与手语翻译员如於会议之前提出请求。如参加会议需要翻译员，口译员或任何合理之住宿需求，请於会议至少 72 小时之前致电 510-577-3368 或发送电子邮件至 kclancy@sanleandro.org 联系市书记员。