



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

Personnel Relations Board

Chair James Andrew Browne, At Large (1)
Vice Chair Dewayne Cornelious, At Large (1)
Jane Ann Abelee, At Large (5)
Orval Badger, At Large (1)
Louis Neira Heystek, At Large (5)

Thursday, January 17, 2019

5:30 PM

City Hall, Human Resources Conference Room

1. CALL TO ORDER

The meeting was called to order at 5:32 p.m.

2. ROLL CALL

Present - Chair Browne, Vice Chair Cornelious, Members Abelee, Badger, Heystek

3. PUBLIC COMMENTS

No members of the public were present.

4. APPROVAL OF MINUTES

Member Heystek proposed a revision to identify Chair Browne in section 7 and noted the meeting was adjourned in honor of Larry Ornellas.

M | S | P (Heystek/Abelee) to approve the minutes of October 18, 2018 with the above revisions (5 ayes, 0 nays).

5. EMPLOYMENT LISTS

No extensions were requested.

6. ADOPTION/REVISION OF CLASSIFICATIONS

6.A. Innovation Technology Analyst (new) Chief Technology Officer (new)

City Manager Jeff Kay presented the newly proposed classifications of Chief Technology Officer and Innovation Technology Analyst. He and Information Technology Manager Tony Batalla also addressed questions from the Board regarding how innovation technology projects would be more outward facing with the community and how this focus would be integrated within the IT Division.

City Manager Kay explained that the new classifications are intended to encourage civic innovation and weave innovation into the fabric of the City organization. Information Technology Manager Batalla said that the Information Technology Division

is evolving beyond solely providing internal support. There is a new drive towards digitizing public services and making City services digitally accessible to the community through new technologies.

Member Heystek recommended that staff review the "Conditions of Work" section to be consistent with existing information technology classifications.

M | S | P (Heystek/Abelee) to adopt the Chief Technology Officer and Innovation Technology Analyst classifications, and eliminate the Information Technology Project Specialist classification. (5 ayes, 0 nays).

6.B. Plans Examiner (new)

Community Development Director Tom Liao and Chief Building Official Jerry Smith, Jr. presented the newly proposed Plans Examiner classification. The new classification would provide more efficient over the counter plan check review of mechanical, electrical, and plumbing technical issues.

M | S | P (Badger/Cornelious) to adopt the proposed Plans Examiner classification (5 ayes, 0 nays).

6.C. Park Maintenance Worker II/III (revisions)

Public Works Director Debbie Pollart presented the proposed Park Maintenance Worker II/III revisions which would accurately reflect the City's requirements for relevant state certification.

M | S | P (Cornelious/Badger) to amend the Park Maintenance Worker II/III job specification (5 ayes, 0 nays).

7. HUMAN RESOURCES MANAGER REPORT

Secretary Hung provided an update on personnel and drecruitment activities during the past quarter.

8. MEMBER COMMENTS

There were no member comments.

9. ADJOURNMENT

The Personnel Relations Board meeting was adjourned in honor of community member, volunteer, and fellow commissioner Carole Rinaldi at 7:06 p.m.