

MINUTES

Wednesday, Wednesday, March 20, 2019

City of Huntington Beach PERSONNEL COMMISSION

5:30 PM - Meeting Room B-8
Civic Center - 2000 Main Street
Huntington Beach CA 92648

CALL TO ORDER

Commissioner Lane called the meeting to order at 5:30 PM.

ROLL CALL

Commissioners present: William Blair, David Ellis, Phillis Lane

Commissioners absent: Katherine Elford

Human Resources Department Staff:

Tiffany Bose, Human Resources Manager

JoAnn Diaz, Principal Personnel Analyst

Sandy Henderson, Senior Personnel Analyst

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

A motion was made by Blair, second by Ellis to approve the minutes for the February 20, 2019 meeting.

VOTE:	The motion was carried
AYES:	2
NOES:	0
ABSENT:	1
ABSTAIN:	1-Lane

PUBLIC HEARING

19-341 Approve the job specification revisions of the position of **Librarian** in the Library Services Department updating the City's Classification Plan.

A motion was made by Ellis, second by Blair to approve the revised job class specification as amended.

VOTE: The motion was carried

AYES: 3
NOES: 0
ABSENT: 1
ABSTAIN: 0

19-340 Approve the job specification revisions of **Wastewater Operations Leadworker** in the Public Works Department updating the City's Classification Plan.

A motion was made by Blair, second by Lane to approve the revised job class specification as amended.

VOTE: The motion was carried
AYES: 3
NOES: 0
ABSENT: 1
ABSTAIN: 0

19-342 Approve the job specification revisions of **Water Equipment Operator** in the Public Works Department, updating the City's Classification Plan.

A motion was made by Lane, second by Blair to approve the revised job class specification as amended.

VOTE: The motion was carried
AYES: 3
NOES: 0
ABSENT: 1
ABSTAIN: 0

19-345 Approve the job specification revisions of **Water Distribution Maintenance Leadworker** in the Public Works Department, updating the City's Classification Plan.

A motion was made by Lane, second by Blair to approve the revised job class specification as amended.

VOTE: The motion was carried
AYES: 3
NOES: 0
ABSENT: 1
ABSTAIN: 0

19-347 Approve the job specification revisions of **Water Meter Reader** in the Public Works Department, updating the City's Classification Plan.

A motion was made by Blair, second by Ellis to approve the revised job class specification as amended.

VOTE: The motion was carried
AYES: 3
NOES: 0
ABSENT: 1
ABSTAIN: 0

19-348 Approve the job specification revisions of **Senior Traffic Engineer** in the Public Works Department, updating the City's Classification Plan.

A motion was made by Lane, second by Ellis to approve the revised job class specification as amended.

VOTE: The motion was carried
AYES: 3
NOES: 0
ABSENT: 1
ABSTAIN: 0

SECRETARY'S REPORT

Tiffany Bose, Human Resources Manager, informed the Commission that Michele Warren apologizes for not attending tonight's meeting.

Ms. Bose reported that that labor negotiations continue with the Marine Safety Management Association (MSMA), Police Management Association (PMA) and Fire Management Association (FMA). The Police Officer's Association (POA) Memorandum of Understanding was approved and adopted at the City Council meeting on March 4, 2019, with a term of October 1, 2017 through December 31, 2019.

COMMENTS FROM COMMISSIONERS

None

ADJOURNMENT

The meeting adjourned at 5:50 PM to the next regularly scheduled meeting of April 17, 2019.

