Present: Jane Barrett, Lenore Doran, Johnnie Porter, Charles Robinson, Isaiah Roter, Henry Silver, Robert Smith, Jenny Wenk

Absent: None

Staff: Nicki Spillane, Robert Kraus

I. Call to Order

7:02 p.m.

II. Approval of Minutes of June 3, 2002

Charles Robinson motioned to approve the minutes of June 3, 2002; Henry Silver seconded the motion. Vote: Yes: Jane Barrett, Lenore Doran, Johnnie Porter, Charles Robinson, Isaiah Roter, Henry Silver, Robert Smith, and Jenny Wenk; No: None; Abstain: None; Absent: None. Motion carried.

III. Public Comments

None.

(The Board agreed to reverse the order of Item V. and Item IV.)

V. Recommendation to Extend Temporary Appointment of Clerical Aide in the Health and Human Services Department for Six Months

Nicki Spillane, Deputy Director of Human Resources, and Delfina Geiken, Employment Programs Administrator, presented the item and answered questions from the Board. Henry Silver motioned to approve the recommendation to extend the temporary appointment of the Clerical Aide in the Health and Human Services Department for six months; Jenny Wenk seconded the motion. Vote: Vote: Yes: Jane Barrett, Lenore Doran, Johnnie Porter, Charles Robinson, Isaiah Roter, Henry Silver, Robert Smith, and Jenny Wenk; No: None; Abstain: None; Absent: None. Motion carried.
IV. **Recommendation to Increase Salary Ranges for Forestry Climber Series: Forestry Climber, Senior Forestry Climber and Forestry Climber Supervisor**

Nicki Spillane, Deputy Director of Human Resources presented the item and answered questions from the Board. Charles Robinson motioned and Henry Silver seconded the motion that the classification description be provided to the Board at the next Personnel Board meeting to show language included with regard to certification requirements. The Board discussed this issue. This motion was withdrawn, and the Board requested to review the specifications of this classification at the next meeting.

Charles Robinson motioned to approve the recommendation to increase salary ranges for the Forestry Climber series; Henry Silver seconded the motion. Vote: Yes: Jane Barrett, Lenore Doran, Johnnie Porter, Charles Robinson, Isaiah Roter, Henry Silver, Robert Smith, and Jenny Wenk; No: None; Abstain: None; Absent: None. Motion carried.

VI. **Report on Job Audits and Classification Process**

Charles Robinson moved to defer consideration of the Job Audit Process and the letter to the City Manager until the October Personnel Board meeting. Jenny Wenk seconded the motion. Isaiah Roter asked that the motion include Mr. Robinson’s suggestion that the phrase “We would like to have a response from the City Manager in time for our next Personnel Board meeting,” be added to the letter and to also add Mr. Silver’s suggestion that the letter indicate how diplomatic the Board was in waiting until union negotiations were over to bring this issue forward. Vote: Yes: Jane Barrett, Lenore Doran, Johnnie Porter, Charles Robinson, Isaiah Roter, Henry Silver, Robert Smith, and Jenny Wenk; No: None; Abstain: None; Absent: None. Motion carried. Mr. Silver requested that the revised contract language regarding job audits be included for the October Personnel Board meeting. Nicki Spillane agreed.

VII. **Update on Accessibility Issues at New Central Berkeley Public Library - Information Only**

Robert Smith gave an update report on accessibility at the new Berkeley Library. The Board thanked Mr. Smith for the information.

VIII. **Temporary Employee Report – Information Only**

The Board requested that the text “Information Only” be deleted on future Personnel Board Agendas for the Temporary Employee Report, to allow discussion of this item.
IX. **New Agenda Items**

The Job Audit Process and the letter to the City Manager is deferred until the October Personnel Board meeting.

X. **Adjournment**

8:25 p.m.