

**CITY OF BERKELEY**  
**SPECIAL MEETING OF THE PERSONNEL BOARD**  
**DATE: January 20, 2021      TIME: 6:00 P.M.**

**Secretary: LaTanya Bellow, Human Resources Department**  
**2180 Milvia Street, First Floor, Berkeley, CA 94704**  
**(510) 981-6800 E-mail: [LBellow@cityofberkeley.info](mailto:LBellow@cityofberkeley.info)**

**PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH  
VIDEOCONFERENCE AND TELECONFERENCE**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the Personnel Board will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

To access the meeting remotely: Join from a PC, Mac, iPad, iPhone, or Android device: Please use this URL <https://us02web.zoom.us/j/85031125164?pwd=SUUwYIBINXZHbUHGblpSRUhcDRQUT09>. If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen.

To join by phone: Dial 1-669-900-9128 and enter Meeting ID: 850 3112 5164, Passcode: 648929. To submit an e-mail comment during the meeting to be read aloud during public comment, email [ddangelo@cityofberkeley.info](mailto:ddangelo@cityofberkeley.info) with the Subject Line in this format: "PUBLIC COMMENT ITEM ##." Please observe a 150 word limit. Time limits on public comments will apply.

**MEETING AGENDA**

- I. Call to Order
- II. Roll Call
- III. Public Comments

**ACTION ITEMS:**

- IV. Approval of Minutes of Meeting on September 8, 2020
- V. Approval of 2021 Personnel Board Meeting Schedule
- VI. Recommendation to Revise the Assistant Traffic Engineer and Associate Traffic Engineer Classification and to Rename to Assistant Transportation Engineer and Associate Transportation Engineer
- VII. Recommendation to Revise the Traffic Maintenance Worker I, Traffic Maintenance Worker II, and Parking Meter Maintenance Worker Classifications

**INFORMATION ITEMS:**

- VIII. Personnel Board Elections of Chair and Vice Chair – Discussion Only
- IX. Director's Report – Updates from HR Director – Discussion Only

X. Copy of Berkeley Matters

XI. Adjournment

**If you are unable to attend a meeting please call 510-981-6824**

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. **SB 343 Disclaimer:** Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at the Human Resources Department located at 2180 Milvia Street, First Floor, Berkeley CA.