



**AGENDA
PERSONNEL BOARD REGULAR MEETING**

NOTICE TO THE PUBLIC - All written documentation relating to each item of business referred to on the agenda, which is not confidential, is available in the Human Resources Office for public inspection. Any person who has a question concerning any agenda item may call the Director of Human Resources & Risk Management /Personnel Officer Tanya Bragg, Extension 5183, to make inquiry concerning the nature of the item described on the agenda.

DATE: May 14, 2019
TIME: 7:00 p.m.
LOCATION: WEST WING CONFERENCE ROOM
213 EAST FOOTHILL BOULEVARD, AZUSA, CALIFORNIA

1. **CALL TO ORDER:** Fernando Rubio Jr., Chair

2. **ROLL CALL:** Personnel Board Members

- Fernando Rubio Jr., Chair Ralph Ruiz, Vice Chair Carlos Ramos
 Mercedes Castro Vacant

Others Present

- Tanya Bragg, Director of Human Resources & Risk Management
 Lislene Ledezma, Human Resources & Risk Management Analyst
 Bianca Munoz, Human Resources Technician

Other(s): _____

3. **FLAG SALUTE**

4. **PUBLIC COMMENT:** Person/group will be limited to five (5) minute maximum time to orally present their purpose.

5. **APPROVAL OF MINUTES:** APRIL 23, 2019

6. **CLOSED SESSION:**

- A. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Transportation Supervisor
- B. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Transportation Dispatcher
- C. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Library Services Manager
- D. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Human Resources and Risk Management Analyst
- E. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):
Title: Information Technology Systems and Network Manager

F. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):

Title: Police Officer

G. Public Employee Performance Evaluation (Pursuant to Cal.Gov.Code, '54957):

Title: Apprentice Line Mechanic

7. OPEN SESSION:

A. **Recruitment Request: PROMOTIONAL** Competitive (pursuant to Section 5.5.3 Promotional Competitive of the Rules of the Civil Service System) – **CUSTOMER SERVICE REPRESENTATIVE I**

B. **Personnel Action Report** – Informational

C. **Recruitment Progress Report** – Informational

D. **COMMENTS, UPDATES AND/OR REPORTS: PERSONNEL BOARD MEMBERS AND/OR STAFF.**

E. **ADJOURNMENT**

UPCOMING MEETINGS:

Tuesday, May 28, 2019

Tuesday, June 11, 2019

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a city meeting, please contact the Human Resources Department at [626-812-5241](tel:626-812-5241). Notification three (3) working days prior to the meeting when special services are needed will assist staff in assuring that reasonable arrangements can be made to provide access to the meeting.

CERTIFICATION

I, Kelsey Kenz, Director of Human Resources and Risk Management of the City of Azusa, or my designee, hereby certify under penalty of perjury that a true, accurate copy of the foregoing agenda was posted on May 9, 2019, seventy-two (72) hours prior to the meeting per Government Code 54954.2 at the City Clerk's Office, 213 E. Foothill Blvd.; the lobby of the Police Department, 725 N. Alameda Ave.; the Civic Auditorium, 213 E. Foothill Blvd.; the City Library, 729 N. Dalton Ave.; and on the City's Web Page at www.ci.azusa.ca.us.



Kelsey Kenz

Human Resources and Risk Management Analyst