

SAN MATEO PERSONNEL BOARD
Meeting Minutes

The Regular Meeting of the San Mateo Personnel Board was called to order by Bryan Hollis at 7:03 p.m. on Tuesday, July 18, 2017 in Conference Room C at San Mateo City Hall. Richard Hedges participated by conference call from Sacramento (226 Jibboom St – Room 107).

Bryan Hollis led the assembly in the Pledge of Allegiance.

Present were board members Gayle Murphy, Richard Hedges (by conference call), Katherine Naff, Ellen Wang, and Bryan Hollis. Also present were Casey Echarte, Human Resources Director and Christopher Manuel, Personnel Board Recording Secretary.

CONSENT CALENDAR

- 2017-2018 Fiscal Year Meeting Calendar

Gayle Murphy moved to approve the 2017-2018 Fiscal Year Meeting Calendar. Ellen Wang seconded the motion. With Richard Hedges participating by conference call, the Brown Act required a roll-call vote by the Board. All members voted in favor of approval.

PUBLIC COMMENT PERIOD

- Members of the public may comment on matters, both listed on the Agenda or not.

Rick Bonilla, Deputy City Mayor, introduced himself to the Board. He wanted to be present to meet the new Personnel Board member, Katherine Naff, and to experience a Personnel Board meeting; he also reminded the Board he was an available resource as their liaison.

OLD BUSINESS

- Approval of Minutes: Regular Meeting – December 20, 2016

Richard Hedges moved to approve the minutes. Gayle Murphy seconded the motion. All members voted to approve the minutes except Katherine Naff who abstained as she was not a member of the Board during that time.

- Informational Item: Updated status on upcoming Personnel Rules and Regulations

Casey provided an update on the current status in updating the Personnel Rules and Regulations. The Board was informed that the recommendations were brought to the City Council in a study session. It was then being presented to bargaining units; currently SEIU has requested to meet and discuss the proposed changes. After meeting with bargaining units, the revised Personnel Rules and Regulations would return to the City Council for adoption.

NEW BUSINESS

- Election of Officers for the 2017-2018 Fiscal Year

Gayle Murphy moved to ask Bryan Hollis and Ellen Wang to continue serving as Chair and Vice Chair to the Personnel Board for another year as their current term was less than a year. Katherine Naff seconded the motion. All members voted in favor of approval.

- Informational Item: Request for an updated Personnel Board group photo

Casey informed the Board about the request from the City Clerk's Office for a new Personnel Board group photo as part of an update for all Boards and Commissions. The photo has been planned for the September 19th meeting to allow sufficient time and preparation for board members.

ADJOURN

Bryan Hollis adjourned the meeting at 7:15 p.m.



Christopher Manuel

Recording Secretary