

**SAN MATEO PERSONNEL BOARD**  
**Meeting Minutes**

The Special Meeting of the San Mateo Personnel Board was called to order by Ellen Wang at 6:03 p.m. on Wednesday, September 25, 2019 in Conference Room C at San Mateo City Hall.

Ellen Wang led the assembly in the Pledge of Allegiance.

Present were board members Ellen Wang, Katherine Naff, Gayle Murphy, Bryan Hollis, and Robert Newsom. Also present were Casey Echarte, Human Resources Director, Cathy Phetdaravanh, Personnel Board Secretary, and Teresa Abrahamsohn, Sr. Human Resources Analyst.

Casey Echarte, Human Resources Director introduced Teresa Abrahamsohn, Sr. Human Resources Analyst for Employee and Labor Relations.

**CONSENT CALENDAR**

- N/A

There was no consent calendar for approval.

**PUBLIC COMMENT PERIOD**

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

No members of the public were present.

Casey Echarte provided the board members with a brief update on an employee's disciplinary action appeal that was cancelled.

**OLD BUSINESS**

- Approval of Minutes: Regular Meeting – June 18, 2019

Katherine Naff moved to approve the minutes. Robert Newsom seconded the motion. Three members: Ellen Wang, Katherine Naff, and Bryan Hollis voted in favor of approval and two

members: Gayle Murphy and Robert Newsom abstained from voting as they were not present for the regular meeting on June 18, 2019.

### **NEW BUSINESS**

- Introduction of new Personnel Board member
- Group photo of Board Members
- Board and Commissions Appreciation Event – October 18, 2019

Robert Newsom was introduced as a new board member and a group photo was taken of the board members.

Ellen Wang asked the board members if they had a copy of the Personnel Rules and Regulations. A hard copy was provided to the members that did not have it.

Casey Echarte notified the board members that there were no pending disciplinary actions.

### **ADJOURN**

Ellen Wang adjourned the meeting at 6:19 p.m.

Cathy Phetdaravanh

Recording Secretary