

**Berkeley Unified School District**  
**Personnel Commission Special Meeting Minutes**

August 23<sup>rd</sup>, 2019<sup>th</sup>– 1:30 pm

**1. Call to Order**

The meeting was called to order at 1:38 pm.

**2. Roll Call & Establishment of Quorum**

Chairperson Ortiz, Vice-Chairperson Carter, and Commissioner Goldstein were present, and a quorum was established. Commissioner Carter joined the meeting at 1:43pm. Secretary Duwel was absent. Erin Arinez, Classified Personnel Supervisor, served as Secretary in Director Duwel's absence.

**3. Public Comments**

None.

**4. Approval & Adoption of Agenda**

Chairperson Ortiz made a motion to approve the August 23<sup>rd</sup> meeting agenda; Commissioner Goldstein seconded the motion,  
Approved, 2-0

**5. Discussion Items**

a) Director, Classified Personnel Recruitment

Commissioner Goldstein said discussions need to be had with Director Duwel in regards to her status. Ms. Arinez shared information regarding the Classified Personnel Director recruitment and eligibility list. Commissioner Goldstein said we would like to interview all candidates soon, but let them know that the position is not currently vacant.

Chairperson Ortiz made a motion to approve the Classified Personnel Director Eligibility list; Vice Chairperson Carter seconded the motion,

Approved 3-0

**6. Closed Session (1 matter)**

a) Public Employment - Government Code § 54957 (b)(1)

The Personnel Commission went into closed session at 1:59 pm.

**7. Report from Closed Session**

The Personnel Commission came out of closed session at 2:57 pm. Chairperson Ortiz advised there were no actions to report.

**8. Public Comments**

None.

**9. Next Meeting**

The next Personnel Commission Meeting will be held on September 5, 2019.

**10. Adjournment**

The meeting was adjourned at 2:58 pm.

The meeting was adjourned at

Respectfully Submitted,



Erin Arinez

Classified Personnel Supervisor

8/30/19

Date

Approved,



Dr. Reynaldo Ortiz

Chairperson, Personnel Commission

\_\_\_\_\_  
Date