



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, June 2, 2025

Opening:

The hybrid meeting of the Human Resources Board was called to order at 5:00 p.m. on Monday, June 2, 2025, by Chair Kerry Pendergast.

Present:

Makisha Alexander
Austin Attaway
Jadie Lee
Joshua Fleming
Louise Borda
Kerry Pendergast
Michelle Stevens
Rene Goldman

Absent:

Elizabeth Scott-Jones
Antonius Van Vegten

Public Comment Period:

- No Public Comments

Department Presentation

- Library Director Erin Christmas presented the Board with a PowerPoint presentation overview of our Library Department. The presentation included the department's mission, financial leadership, position statistics, recruitment, and employee development.
- Ms. Christmas informed the Board that the department has 74.50 FTE's within two (2) divisions, and eight (8) Libraries across the City.
- Ms. Christmas emphasized they had over 800,000 circulated items (880) checked out, along with 1,700 programs taken advantage of.
- Ms. Christmas also made notice that her staffing challenges with the libraries being open six (6) days a weeks, 48 hours. Branches are overseen by Librarians or Library Associates.
- Director Christmas mentioned that 22% (18 employees) of staff are eligible to retire.
- Board Member Jadie Lee is concerned about the closure of the East Side Library, when the new library will open and succession planning for those eligible to retire. Ms. Christmas assured the Board that the same services are being provided at Lincoln Park and along with the Libraries mobile van is popping up at Park locations. In hopes the new library will open in 2027. Ms. Christmas stated they have been preparing for upcoming retirements in the future by training staff and ensure there prepared for promotions, when that time comes.
- Vice Chair Dr. Austin Attaway inquired about the eight (8) separations and if they hire Interns. Ms. Christmas stated those separations have been made over the past year and are part-time staff, she also commented the library currently has 4 Interns.

- Board Member Makisha Alexander inquired about technology and artificial intelligence (AI). Ms. Christmas stated that (AI) is a very big topic and ensuring staff are updated and current on the needs of the community when it comes to technology.
- Chair Kerry Pendergast inquired about security at the libraries is it impacting patrons and staff. Ms. Christmas stated yes, security plays a big role at the libraries, even with security staff located at all facilities, there are still security issues.

Discussion Calendar

- Annual Code of Ethics
 - Recommendations
 - Drafting a section for digital conduct
 - Clarify explicit protection for whistleblowers
 - 2.78.040 section F expanding the complaint eligibility the vendors/contractors and guest that directly enface with city/elected officials
- Vice Chair Dr. Austin Attaway motioned to recommend to the Board of Ethics. Board Member Louise Borda seconded the motion.

Ayes: Borda, Attaway, Lee, Fleming, Alexander and Pendergast

Absent: Scott-Jones, Van Vegten

Consent Calendar

Board Attendance

- Vice Chair Dr. Austin Attaway motioned to excuse Board Member Makisha Alexander absence from the Human Resources Board meeting on April 7, 2025. Board Member Louise Borda seconded the motion. The motion passed unanimously.

Ayes: Borda, Attaway, Lee, Fleming, and Pendergast

Obstain: Alexander

Absent: Scott-Jones, Van Vegten

- Vice Chair Dr. Austin Attaway motioned to excuse Jadie Lee absence from the Human Resources Board meeting on May 5, 2025. Board Member Louise Borda seconded the motion. The motion passed unanimously.

Ayes: Borda, Attaway, Fleming, Alexander and Pendergast

Obstain: Lee

Absent: Scott-Jones, Van Vegten

Minutes

• Review and Approval of May 5, 2025, Minutes

- Vice Chair Dr. Austin Attaway motioned to approve the minutes as presented with a second by Board Member Louise Borda. The motion passed unanimously.

Ayes: Borda, Attaway, Lee, Fleming, Alexander and Pendergast

Absent: Scott-Jones, Van Vegten

Communications

Human Resources Director Updates – Rene Goldman, Human Resources Director

- Ms. Goldman informed the Board our Organization and Training team have multiple graduations in June (3rd co-Hort of Foundations of Supervision, Manager 1, RPU Electric and Water Supervisory Field). The Deputy Leadership Team will begin a developmental program for this level in the coming month.
- Ms. Goldman informed the Board that our department promoted Oswaldo Galdamez as the city's Employee Experience Officer and will launch its first City-wide engagement survey on June 9th through July 3rd.
- Director Goldman informed the Board our Safety/Wellness fair will take place on June 25th.
- Director Goldman informed the Board our Recruitment team has been filling multiple positions in Parks and Recreation to ensure that all the city pools are open for the summer months. We on-boarded 58 FTE's in May for Parks.

Items for Future Human Resources Board Consideration – Kerry Pendergast, Chair

- a. Chair Pendergast would like to review the Human Resources Board Standing Rules.

Meeting was adjourned at 6:08 p.m. by Chair Kerry Pendergast.

Minutes submitted by: Michelle Stevens, Secretary Human Resources Board