



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, July 7, 2025

Opening:

The hybrid meeting of the Human Resources Board was called to order at 5:01 p.m. on Monday, July 7, 2025, by Chair Kerry Pendergast.

Present:

Joshua Fleming
Elizabeth Scott-Jones
Louise Borda
Antonius Van Vegten
Kerry Pendergast
Colene Torres
Rene Goldman

Absent:

Makisha Alexander
Austin Attaway
Jadie Lee

Public Comment Period:

- No Public Comments

Department Presentation

- Community and Economic Development (CEDD) Director Jennifer Lilley presented the Board with a PowerPoint presentation overview of our CEDD Department. The presentation included the department's mission, financial leadership, position statistics, recruitment, and employee development.
- Ms. Lilley informed the Board that the department has seven (7) divisions, 108 FTEs budgeted with 93 filled FTEs.
- Ms. Lilley highlighted the department's initiatives within One Stop Shop and within Planning the 2050 General Plan, Areas of Excellence in Economic Development.
- Ms. Lilley also noted that her staffing turnover spiked in 2022 to 16% and has begun to drop by 2025 to 8%.
- Director Lilley brought up challenges her department faces; with staffing being a big challenge followed by recruiting employees and maintaining professional talent with experience.
- Board Member Van Vegten is concerned about large properties with lots of waste and wildfires being at a high; when does Code Enforcement get involved. Director Lilley stated, yes Code Enforcement does get involved regarding properties conditions, residents need to report the property to 311, and a Code Officer will be sent to the property.
- Board Member Louise Borda inquired about the 15 vacancies. Director Lilley did point out that employees are separating from our department but are going to other departments within the city, so it does leave vacancies when that does occur. Budget also approved additional positions in CEDD that we're looking to fill.

- Board Member Joshua Fleming inquired about the vacancy in Code Enforcement and using consultants. Director Lilley stated the consultants are supporting the team and assisting with special projects, along with weekend assignments. Mr. Fleming also asked Director Lilley what are ways the Human Resources Board could assist with vacancies. Director Lilley shared 'Spread the Word'.
- Chair Kerry Pendergast inquired about out-of-state properties and commended Director Lilley for stepping up and focusing on customer service. Director Lilley did confirm Utilities does have properties outside of California.

Discussion Calendar

- Review and Discussion of the Standing Rules of the Human Resources Board
 - Board Member Elizabeth Scott-Jones motioned to approve the Standing Rules as is. Board Member Louise Borda seconded the motion. The motion passed unanimously.

Ayes: Borda, Scott-Jones, Fleming, Van Vegten and Pendergast

Absent: Alexander, Lee, Attaway

- Review and Discussion of the Hearing Rules of the Human Resources Board
 - Board Member Elizabeth Scott-Jones motioned to approve the Hearing Rules as is. Board Member Louise Borda seconded the motion. The motion passed unanimously.

Ayes: Borda, Scott-Jones, Fleming, Van Vegten and Pendergast

Absent: Alexander, Lee, Attaway

Consent Calendar

Board Attendance

- Board Member Borda motioned to excuse Board Member Elizabeth Scott-Jones absence from the Human Resources Board meeting on June 2, 2025. Board Member Joshua Fleming seconded the motion. The motion passed unanimously.

Ayes: Borda, Fleming, Van Vegten and Pendergast

Obstain: Scott-Jones

Absent: Alexander, Lee, Attaway

- Board Member Borda motioned to excuse Antonius Van Vegten absence from the Human Resources Board meeting on June 2, 2025. Board Member Joshua Fleming seconded the motion. The motion passed unanimously.

Ayes: Borda, Fleming, Scott-Jones, Van Vegten and Pendergast

Obstain:

Absent: Alexander, Lee, Attaway

Minutes

- **Review and Approval of June 2, 2025, Minutes**

Board Member Elizabeth Scott Jones motioned to approve the minutes as presented.

Board Member Antonius Van Vegten seconded the motion. The motion passed unanimously.

Ayes: Borda, Scott-Jones, Fleming, Van Vegten and Pendergast

Obstain:

Absent: Alexander, Lee, Attaway

Communications

Human Resources Director Updates – Rene Goldman, Human Resources Director

- Ms. Goldman informed the Board our recruitment team is working to post for the City Attorneys' position by end of week.
- Ms. Goldman informed the Board that we have recently promoted high level positions to Mr. Street to Deputy Public Works Director, Ms. Garcia to Deputy Public Works Director, Ms. Withers to General Services Director
- Director Goldman informed the Board our Wellness team has multiple Wellness webinars offered this month (Financial - acclimate, Fundamentals of Retirement, Retirement 101), along with monthly deferred compensation.
- Director Goldman informed the Board the Mayor is hosting a blood drive on July 24th.
- Ms. Goldman announced on the training side for Deputies and Executive Leadership Team the first cohort has begun (Enneagram). EPIC 2.0 begins in July (Public Speaking and Business Writing).
- Director Goldman informed the Board that our Wellness/Safety Fair in June was a huge success with over 50 vendors, with around 450 employees attending: along with our Vice-Chair Dr. Attaway attending too.

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

Meeting was adjourned at 6:15 p.m. by Chair Kerry Pendergast.

Minutes submitted by: Michelle Stevens, Secretary Human Resources Board