

## HUMAN RESOURCES BOARD MINUTES

MONDAY, APRIL 6, 2026, 5:00 P.M.  
3900 MAIN STREET, RIVERSIDE, CA

City of Arts & Innovation

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**PRESENT:** Chair Pendergast, Vice Chair Dr. Attaway, Board Members Borda, Lee, Van Vegten, Sandoval, and Fleming

**ABSENT:** Board Member Scott-Jones

**STAFF PRESENT:** Rene Goldman and Michelle Stevens

Chair Pendergast called the meeting to order at 5:00 p.m.

### **PUBLIC COMMENT**

There was no one wishing to speak.

### **PUBLIC HEARING**

#### **General Leave of Absence without Pay Policy (V-6)**

Principal Human Resources Analyst, Michelle Vizcarra, gave the Board a verbal overview of policy (V-6) General Leave of Absence without Pay. Ms. Vizcarra indicated that the policy was last revised in July 2006. She informed the Board this policy was updated to ensure compliance with applicable federal and state laws and revisions that reflect updated procedures for medical and non-medical leave of absence without pay requests. This policy incorporates language for extensions of ongoing protected leaves of absence, and additional improvements aim to streamline the internal process and prevent delays. Following discussion, it was moved by Vice Chair Dr. Attaway and seconded by Board Member Van Vegten. The motion carried unanimously with Board Member Scott-Jones absent.

#### **Work Uniforms and City Branded Apparel for Employees (non-public safety) (V-17)**

Deputy Human Resources Director, Colene Torres, gave the Board a verbal overview of policy (V-17) Work Uniforms and City Branded Apparel for Employees (non-public safety). Ms. Torres indicated that the policy was last revised in December 2014. Ms. Torres informed the Board the purpose of this update was to establish clear and consistent standards and include guidelines for the issuance, use, care, and return of work uniforms that apply to non-public safety employees. This policy mandates that employees needing uniforms for operational safety or identification purposes must maintain a professional appearance. There are a few additional minor changes; improve readability, workers are to keep uniforms clean and professional, and forbidden to misuse or alter uniforms. Also, the usage of branded clothing/uniforms outside of

working hours and employees are to use good judgment when wearing City clothing. Following discussion, it was moved by Vice Chair Dr. Attaway and seconded by Board Member Borda. The motion carried unanimously with Board Member Scott-Jones absent.

### **Veterans' Preference (I-15)**

Principal Human Resources Analyst Maggie Tanner gave the Board a verbal overview of policy (I-15) Veterans' Preference. Ms. Tanner indicated that the policy was last revised in December 2024. There is a slight modification to clarify the application during recruitment process involving a written examination, and specifics it's the candidate's obligation to include required paperwork with job application. Following discussion, it was moved by Vice Chair Dr. Attaway and seconded by Board Member Van Vegten. The motion carried unanimously with Board Member Scott-Jones absent.

## **CONSENT CALENDAR**

It was moved by Vice Chair Dr. Attaway and seconded by Board Member Lee to approve the Consent Calendar as presented. The motion carried unanimously with Board Member Scott-Jones absent.

## **MINUTES**

The minutes of February 7, 2026, were approved.

## **PRESENTATION**

Pamela Galera, Parks, Recreation and Community Services presented the Human Resources Board with a department overview presentation.

## **DISCUSSION CALENDAR**

### **ELECTION OF OFFICERS**

Following discussion, it was moved by Board Member Dr. Austin Attaway and seconded by Board Member Antonius Van Vegten to close nominations for Vice Chair. It was moved by Board Member Borda and seconded by Board Member Jadie Lee to close nominations for Chair elections. With Board Member Dr. Austin Attaway as Chair and Jadie Lee as Vice Chair. The motion carried unanimously with Board Member Scott-Jones absent.

## **COMMUNICATIONS**

### **Human Resources Director Updates**

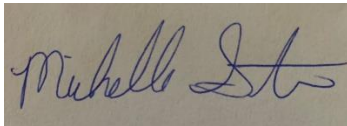
Ms. Goldman informed the Board of several updates: including high-level recruitments City Attorney, Finance Director, and Inspector General. Along with 70 seasonal (Recreation Leaders, Aquatics) requisitions for Parks and Recreation at this time of year. Our Benefits/Wellness partnered with Blue Zones on 4/21 HR Earth Day Wellness Challenge at City Hall, and 4/29 Lunch and Learn at the Library. Benefits completed and is now reviewing the data from the Pulse Survey (over 400 participants). Our next Emerging Leaders Academy (ELA) is launching soon. City's Engagement Survey is ongoing with departments, and improvements have begun.

**ITEMS FOR FUTURE CONSIDERATION AS REQUESTED BY THE BOARD MEMBERS** - There were no future updates given at this time.

The next regular Human Resources Board meeting is Monday, May 4, 2026.

Chair Pendergast adjourned the meeting at 5:51 p.m.

Submitted by,

A rectangular box containing a handwritten signature in blue ink. The signature appears to read "Michelle Stevens".

Michelle Stevens  
Secretary, Human Resources Board

