



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, September 8, 2025

Opening:

The hybrid meeting of the Human Resources Board was called to order at 5:01 p.m. on Monday, September 8, 2025, by Chair Kerry Pendergast.

Present:

Elizabeth Scott-Jones
Jadie Lee
Louise Borda
Antonius Van Vegten
Austin Attaway
Kerry Pendergast
Michelle Stevens
Rene Goldman

Absent:

Joshua Fleming

Public Comment Period:

- No Public Comments

• Conduct Public Hearing to Accept Public Comment Regarding Human Resources Personnel Policies and Procedures

Vice Chair Dr. Attaway opened public hearing, and the following policies were presented:

- Appointment and Selection of City Attorney Classification and Salary Placement (I-17)
- Deputy Human Resources Director, Colene Torres gave the Board a verbal overview of policy (I-17) Appointment and Selection of City Attorney Classification and Salary Placement. Ms. Torres indicated that the policy was last revised in April 2017.
- Ms. Torres informed the Board that this policy has been revised to clearly differentiate between non-classified and classified classifications with the City Attorney's Office.
- Deputy Torres informed the Board of some updates to Deputy City Attorney classification hoping to progress to the positions of DCA II, Sr. DCA, or Assistant City Attorney, must now formally apply and interview in a competitive process.
- Deputy Human Resources Director Torres additionally stated a new provision was added to the policy to clarify that employees who obtained an overall rating of "Exceeds Standards" or above on their most recent performance evaluation are the only ones eligible for promotion within the Deputy City Attorney.
- Board Member Jadie Lee inquired about how many employees will be impacted by this change of not meeting the overall rating of "Exceeds Standards". Ms. Torres stated the expectation of this change will not affect employees as previously employees had to have a meets standard to promote.

- Board Member Antonius Van Vegten inquired about the classified portion being removed. Ms. Torres stated that the Chief Assistant Attorney is a non-classified, at-will capacity and the City Attorney does have authority to appoint that classification.
- Chair Kerry Pendergast motioned to approve the policy as presented with a second by Board Member Jadie Lee. The policy passed unanimously.

Ayes: Scott-Jones, Borda, Lee, Van Vegten, Attaway and Pendergast

Abstain:

Absent: Fleming

▪ Reasonable Accommodation (VI-04)

- Deputy Director Ms. Torres gave the Board a verbal overview of policy (VI-04) Reasonable Accommodation. Ms. Torres indicated that the policy was last revised in March 2020.
- Ms. Torres informed the Board that continued adherence to request reasonable accommodation for people who require accommodation to carry out the necessary tasks of their normal jobs after suffering work-related injuries.
- Deputy Torres informed the Board that clearer language of interactive process. It describes the interactive process as a conversation about the possible needs for reasonable accommodation, which may involve a face-to-face or virtual encounter.
- Vice Chair Dr. Austin Attaway confirmed that this policy has gone through the meet and confer process and legal compliance. Ms. Torres stated that is correct.
- Board Member Antonius Van Vegten commented on the State of California forms, of an error. Ms. Torres stated that Human Resources does not have access/rights to change those forms from the State of California.
- Chair Kerry Pendergast motioned to approve the policy as presented with a second by Board Member Elizabeth Scott-Jones. The policy passed unanimously.

Ayes: Scott-Jones, Borda, Lee, Van Vegten, Attaway and Pendergast

Abstain:

Absent: Fleming

Consent Calendar

Minutes

• Review and Approval of August 4, 2025, Minutes

Chair Kerry Pendergast motioned to approve the minutes with a second by Board Member Elizabeth Scott-Jones. The motion passed unanimously.

Ayes: Borda, Lee, Attaway, Scott-Jones, Van Vegten and Pendergast

Abstain:

Absent: Fleming

Communications

Human Resources Director Updates – Rene Goldman, Human Resources Director

- Ms. Goldman informed the Board the recruitment for City Attorney, interviews will be held on 9/29, we have seven candidates.
- Ms. Goldman informed the Board our recruitment team will be attending two job career fairs on 10/17 at UCR and 10/22 at Galleria at Tyler Mall
- Director Goldman informed the Board of our Benefits/Wellness team will be hosting on 10/16 a webinar on Bullying.
- Director Goldman informed the Board of a few individuals from HR and Edward, Assistant City Manager, that they met and toured UCR with Dr. Attaway and a few of his colleagues, including Dean, working to have a partnership and offer a pathway to earn advanced degrees.
- Ms. Goldman announced that Employee Appreciation events are coming up over three days, to recognize City Employees.
- Director Goldman informed the Board will have a kick-off on 9/11 our annual 'jersey day' for city employees.

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

- Open discussion on the approach the Board receives policies, in order for the Board to be more pro-active.

Meeting was adjourned at 5:27 p.m. by Chair Kerry Pendergast.

Minutes submitted by: Michelle Stevens, Secretary Human Resources Board