

## **A G E N D A**

### **CITY OF DALY CITY SPECIAL MEETING OF THE PERSONNEL BOARD**

**MONDAY, JUNE 21, 2021 – 5:30 p.m.**

To attend the virtual meeting via Zoom, register by visiting:

<http://bit.ly/dcjune21zoomreg>

#### **COVID-19 ANNOUNCEMENT - PUBLIC MEETINGS**

Pursuant to Governor Newsom's Executive Order N-25-20, members of the Daly City Personnel Board and staff will participate in this meeting via a teleconference. Members of the public are encouraged to submit public comments via email prior to the public meeting.

For those wishing to address the Daly City Personnel Board on any Item on the Agenda or under Public Appearances/Oral Communications, please email [hr@dalcycity.org](mailto:hr@dalcycity.org) and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 2:30 pm will be emailed to the Personnel Board members in advance. Those comments received after 2:30pm will be added to the record and shared with the Personnel Board members for the public meeting.

To speak at the meeting, you must register to join via Zoom. The City requests that you complete your registration by 2:30 pm on the meeting date. After registering, you will receive a confirmation email containing instructions on how to join the meeting, including a unique link. Your address and email will not be disclosed to the public. Public comment is limited to two minutes maximum.

To register to speak at the meeting via Zoom, visit <http://bit.ly/dcjune21zoomreg>. You must familiarize yourself with Zoom prior to joining the meeting. When you would like to speak on an item during the public comment portion of the meeting, you will need to use the "raise hand" feature in Zoom. The City will not be providing technical support.

Persons with disabilities who require auxiliary aids or services in participating in this meeting should call the Department of Human Resources as soon as possible prior to the meeting.

#### **I ROLL CALL**

#### **II MINUTES OF THE SPECIAL MEETING OF JULY 18, 2019**

#### **III COMMUNICATIONS**

1. For Information Only: Employment List for Custodian
2. For Information Only: Employment List for Library Assistant I/II
3. For Information Only: Employment List for Account Clerk I/II
4. For Information Only: Employment List for Senior Water/Wastewater Operator (Promotional)
5. For Information Only: Employment List for Senior Custodian
6. For Information Only: Employment List for Police Assistant I

*Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should notify the Office of the City Clerk at (650) 991-8078 as early as possible.*

*Availability of Public Records. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90<sup>th</sup> Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.*

7. For Information Only: Employment List for Lead Meter Reader (Promotional)
8. For Information Only: Employment List for Plant Equipment Maintenance Mechanic
9. For Information Only: Employment List for Plant Maintenance Mechanic I
10. For Information Only: Employment List for Office Assistant I/II
11. For Information Only: Employment List for Water/Wastewater Operator-in-Training
12. For Information Only: Employment List for Building Permit Technician
13. For Information Only: Employment List for Street Maintenance Worker I/II
14. For Information Only: Employment List for Police Records Clerk I/II (Promotional)
15. For Information Only: Employment List for Senior Custodian
16. For Information Only: Employment List for Plant Operator I
17. For Information Only: Employment List for Plant Operations Maintenance Worker I/II (Promotional)
18. For Information Only: Employment List for Lateral Safety Inspector
19. For Information Only: Employment List for Account Clerk III (Promotional)
20. For Information Only: Employment List for Groundskeeper/ Gardener (Promotional)
21. For Information Only: Employment List for Fire Engineer Operator (Promotional)
22. For Information Only: Employment List for Mechanic
23. For Information Only: Employment List for Account Clerk I/II
24. For Information Only: Employment List for Fire Captain (Promotional)
25. For Information Only: Employment List for Collection System Operator I/II (Promotional)
26. For Information Only: Employment List for Librarian II
27. For Information Only: Employment List for Building Maintenance Worker II
28. For Information Only: Employment List for Custodian
29. For Information Only: Employment List for Office Assistant III
30. For Information Only: Employment List for Street Maintenance Worker I/II (Promotional)
31. For Information Only: Employment List for Police Captain (Promotional)
32. For Information Only: Employment List for Police Lieutenant (Promotional)
33. For Information Only: Employment List for Engineer I
34. For Information Only: Employment List for Senior Engineering Technician
35. For Information Only: Employment List for Police Sergeant (Promotional)
36. For Information Only: Employment List for Lateral Safety Inspector

#### **IV PUBLIC HEARING**

1. Public hearing regarding proposed revisions to existing Fire Battalion Chief job specification
2. Public hearing regarding proposed revisions to existing Safety Inspector II job specification
3. Public hearing regarding new job specification for Community Service Officer

#### **V OTHER BUSINESS**

#### **VI PUBLIC COMMENT**

#### **VII ADJOURNMENT**