

PERSONNEL BOARD MEETING MINUTES
Monday, February 3, 2020 – 6:00 p.m.

Call to Order/Roll Call of Members:

Stephen Dielmann, Vice-Chairperson; **Clayton Warren Angus Jr.**, Member; **Angel Maestre**, Member; **John Ulloa**, Member.

PRESENT Stephen Dielmann, Vice-Chairperson; Clayton Warren Angus Jr., Member; Angel Maestre, Member; John Ulloa, Member; Gelien Perez, Human Resources Director; Dayli Mesa, Personnel Board Secretary; Elsa I. Jaramillo-Velez, Assistant City Attorney.

ABSENT

AGENDA

1. Request to approve the minutes of the January 2020 Personnel Board meeting.

APPROVED 3-0. Motion by Mr. Ulloa. Second by Mr. Angus. Passed by unanimous vote.

2. Request to approve leave with pay, because of death in the immediate family, for the listed employees, in accordance with Rule 13, Section 5 (f) of the Civil Service Rules and Regulations received January 2020.

- | | |
|---------------------|---|
| 1. Kevin J. Devine | Education and Community Services Department |
| 2. Roberto Bastori | Fire Department |
| 3. Frank Castaneda | Fire Department |
| 4. Damian Hernandez | Fire Department |
| 5. Sekani Whittaker | Fire Department |
| 6. David Alvarez | Police Department |

APPROVED 3-0. Motion by Mr. Ulloa. Second by Mr. Angus. Passed by unanimous vote.

3. Report of **Leave without Pay** for January 2020.

SO NOTED.

4. Report of **Civil Service Appointments** for January 2020.

- | | |
|---|-------------------|
| 1. Edward Altidor (<i>Fire Captain – 12/22/2019</i>) | Fire Department |
| 2. Emmanuel Louis (<i>Fire Captain – 12/23/2019</i>) | Fire Department |
| 3. Sekani Whittaker (<i>Fire Captain – 12/24/2019</i>) | Fire Department |
| 4. John Nieves (<i>Fire Captain – 12/25/2019</i>) | Fire Department |
| 5. Javier Hernandez (<i>Fire Captain – 12/26/2019</i>) | Fire Department |
| 6. Stephen Lyon (<i>Fire Captain – 12/27/2019</i>) | Fire Department |
| 7. Urbano Menendez (<i>Fire Captain – 12/28/2019</i>) | Fire Department |
| 8. Katherine Montenegro (<i>Police Sergeant – 01/19/2020</i>) | Police Department |
| 9. Yoshua Garfinkel (<i>Police Sergeant – 01/19/2020</i>) | Police Department |
| 10. Lorenzo Rodriguez Jr. (<i>Police Sergeant – 01/19/2020</i>) | Police Department |
| 11. William Rawley (<i>Police Lieutenant – 01/26/2020</i>) | Police Department |

SO NOTED.

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5. Report of **Resignations** for January 2020.

- | | |
|-------------------------|---|
| 1. Tomas Martin Jr. | Construction and Maintenance Department |
| 2. Axel Ortiz | Parks and Recreation Department |
| 3. Alexander Hernandez | Police Department |
| 4. Luis E. Lahera | Police Department |
| 5. Christopher C. Pardo | Police Department |
| 6. Ariel Perez | Police Department |

SO NOTED.

6. Report of **Maternal/Paternal Leave** for January 2020.

- | | |
|----------------------|-------------------|
| 1. Jorge Silva Sixto | Police Department |
|----------------------|-------------------|

SO NOTED.

7. Request to conduct a in-house, non-competitive civil service examination for **Business Tax Inspector I** (*Dafne Mesa*).

- a. In-house, non-competitive
- b. 100% Written
- c. Must obtain a minimum score of 70% for placement on the eligibility list.

Copy of job description and resume are attached.

Range 50: \$1,369 - \$2,664 Bi-weekly.

APPROVED 3-0. Motion by Mr. Ulloa. Second by Mr. Angus. Passed by unanimous vote.

8. Request to conduct a in-house, competitive civil service examination for **Fire Chief**.

- a. In-house, competitive
- b. 40% Oral, 60% Education/Experience
- c. Must obtain a minimum score of 70% on the oral portion to be eligible for the education/experience portion.
- d. Must obtain a minimum combined score of 70% for placement on the eligibility list.

Copy of job description is attached.

Range: Management

APPROVED 4-0. Motion by Mr. Ulloa. Second by Mr. Angus. Passed by unanimous vote.

Comment: *Mr. Maestre arrived during the discussion of this item.*

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9. Request to conduct a in-house, non-competitive civil service examination for **Director of Streets** (*Jose Sanchez*).
- a. In-house, non-competitive
 - b. 40% Oral, 60% Education/Experience
 - c. Must obtain a minimum score of 70% on the oral portion to be eligible for the education/experience portion.
 - d. Must obtain a minimum combined score of 70% for placement on the eligibility list.

Copy of job description and resume are attached.

Range: Management

APPROVED 4-0. Motion by Mr. Angus. Second by Mr. Ulloa. Passed by unanimous vote.

10. Request to hear **Unfinished Business**.
No unfinished business.

11. Request to hear **New Business**.

Comment: *Eric Johnson, Hialeah Firefighters' Local 1102 suggested to add comments and questions at item 12. He introduced himself and welcomed the new board member, Mr. Angus, as well as stating that he looks forward to working with the board members.*

NEXT PERSONNEL BOARD MEETING: MONDAY, MARCH 2, 2020 - 6:00 PM

If any person decides to appeal any decision made by the Personnel Board with respect to any matter considered at this meeting, he/she will need a record of the proceedings and, for such purpose, June & July need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans and Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk no later than two (2) days prior to the proceeding. Telephone (305) 883-5820 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955-8771 (TDD) or (800) 955-8700 (VOICE), for assistance.