



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
[www.Hayward-CA.gov](http://www.Hayward-CA.gov)

## Agenda Personnel Commission

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**Thursday, May 18, 2023**

**5:30 PM**

**Conference Room 2A and  
Virtual Platform (Zoom)**

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### Special Meeting

NOTICE: The Personnel Commission will hold a hybrid meeting in Conference Room 2A and virtually via Zoom.

*How to submit written Public Comment:*

*Send an email to [Human.Resources@hayward-ca.gov](mailto:Human.Resources@hayward-ca.gov) by 12:00pm, the day of the meeting. Emails will be compiled into one file and distributed to the Personnel Commission and City staff, and published on the City's Meeting & Agenda Center under Documents Received After Published Agenda:*

*<https://hayward.legistar.com/Calendar.aspx>*

*How to provide live Public Comment during the meeting:*

*Participate in Conference Room 2A or click the link below to join the webinar:*

*<https://hayward.zoom.us/j/89680747065?pwd=aWd6QnJaR2dTSlc0WGo5THlzSGlxdz09>*

*Webinar ID: 896 8074 7065*

*Password: PerC0518!*

*Or join by phone:*

*US: +1 669 900 6833 or +1 646 931 3860*

*Webinar ID: 896 8074 7065*

*Password: 866774164*

**CALL TO ORDER****PLEDGE OF ALLEGIANCE****AB 2449 TELECONFERENCE NOTIFICATIONS AND CONSIDERATION****ROLL CALL****PUBLIC COMMENTS:**

*The Public Comment section provides an opportunity to address the Oversight Board on items not listed on the agenda. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the Board or are within the jurisdiction of the Board as the Board is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.*

**MINUTES**

1. [MIN 23-057](#) Review and Approve the March 9, 2023 Regular Personnel Commission Meeting Minutes

**Attachments:** [Attachment I Minutes](#)

**REPORTS**

2. [RPT 23-054](#) Review the Proposed 2023 Fiscal Year Agenda Planning Calendar

**Attachments:** [Attachment I Staff Report](#)

**ACTION ITEMS**

3. [ACT 23-041](#) Abolish the Human Resources Technician Employment Roster (Eligible List)

**Attachments:** [Attachment I Staff Report](#)

4. [ACT 23-042](#) Review the New Job Description for Senior Fire Protection Engineer and Adopt Addition to both the Salary Plan and Classification Plan

**Attachments:** [Attachment I Staff Report](#)  
[Attachment II Senior Fire Protection Engineer Job Description](#)  
[Attachment III Fire Department Org Chart](#)

- 5.     [ACT 23-043](#)     Review New Job Description for Deputy Director of Maintenance Services and Adopt Addition to both the Salary Plan and Classification Plan

**Attachments:**   [Attachment I Staff Report](#)  
[Attachment II Deputy Director of Maintenance Services Job Description](#)  
[Attachment III Maintenance Services Department Org Chart](#)

- 6.     [ACT 23-044](#)     Review New Job Description for Deputy Director of Library Services and Adopt Addition to both the Salary Plan and Classification Plan

**Attachments:**   [Attachment I Staff Report](#)  
[Attachment II Deputy Director of Library Services Job Description](#)  
[Attachment III Library Department Org Chart](#)

- 7.     [PH 23-023](#)     Adopt the Revised Classification Plan and Review and Recommend to Council Adoption of the Revised Salary Plan for Fiscal Year 2023

**Attachments:**   [Attachment I Staff Report](#)  
[Attachment II FY 2023 Revised Salary Plan](#)  
[Attachment III FY 2023 Revised Classification Plan](#)

**COMMISSION MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS**

City Council Liaison (Informational)

Director of Human Resources (Informational)

**ADJOURNMENT**

**NEXT SPECIAL MEETING – June 12, 2023**

*Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.*