



# MIAMIBEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)

## PERSONNEL BOARD

### MINTUES OF THE MEETING OF JANUARY 18, 2013

Attending:	David Alschuler	Chairperson
	Michael Perlmutter	Vice Chairperson
	Gabriel Paez	Associate Member
	Rosalie Pincus	Associate Member
	George Castell	Employee Member
	Evette Phillips	Employee Member
	Carla M. Gomez	City Liaison

Absent:	Moj Khaghan Danial	Associate Member
	Christopher Diaz	Employee Member

David Alschuler, Chairperson, convened the Personnel Board meeting at 9:06 A.M.

#### **ITEM 1 – Approval of Minutes.**

Upon motion by Vice Chairperson Perlmutter, and seconded by Employee Member Castell, the minutes of the December 14, 2012 Personnel Board meeting were approved.

#### **ITEM 2 – Status of Commission Appointments to the Personnel Board.**

Carla Gomez, Human Resources Assistant Director, advised the Board that the City Commission had not made any Board or Committee appointments during the January 16, 2013 City Commission Meeting. Discussions are taking place regarding a possible Special Commission Meeting being set to address Board and Committee appointments.

Gabriel Paez, Associate Member, informed the Board that he has been re-nominated for another two-year term on the Personnel Board by Commissioner Michael Gongora. Associate Member Paez' reappointment is currently pending.

#### **ITEM 3 – Selection of Subcommittee Members to Review the Nominations Received for the Special City Awards.**

Chairperson Alschuler deferred the selection of a Subcommittee to review the nominations to the February 8, 2013 Personnel Board meeting. The current number of nominations received and possible extension of the deadline for submission of Special City Awards nominations was discussed.

**ITEM 4 - Update from the Personnel Rules Revision Subcommittee.**

Chairperson Alschuler, on behalf of the Subcommittee Chairperson Khaghan Danial informed the Board that the Subcommittee intends to present their revised draft of the City's Personnel Rules to the Personnel Board within the next couple of weeks.

**ITEM 5 - Classified Performance Evaluations - Request from the Personnel Board for Department Directors With More Than Ten Percent (10%) or With Ten (10) or More Past Due Performance Evaluations for Classified Employees to Appear Before the Board.**

Chairperson Alschuler stated that the January 2013 statistics of past due Performance Evaluations had improved in comparison to those presented to the Board in December 2012. Associate Member Paez drew the Board's attention to the significant improvement made by the Public Works Department. Employee Member Castell advised the Board that the Code Compliance Division continues to work diligently in improving the number of past due Performance Evaluations. Assistant Director Gomez reassured the Board that the Human Resources Department would continue to work with all City Departments in an effort to reduce the number of past due Performance Evaluations for Classified employees.

**ITEM 7 - Open Forum Discussion.**

Associate Member Paez expressed his availability and interest to the Board, should they wish to consider him for either the Chairperson or Vice Chairperson position. Chairperson Alschuler advised the Board that he recommends the Board wait until the February 8, 2013 meeting, where the new appointees would be present, and would have the opportunity to vote on the selection of Chairperson and Vice Chairperson. Associate Member Pincus expressed to the Board her concerns on whether or not it was wise to have the new appointees make the selection or just to have the current Board select the incoming Chairperson and Vice Chairperson. The Board Members briefly discussed their opinions on this matter. Associate Member Pincus expressed her availability and interest to the Board for the Vice Chairperson position. Associate Member Pincus inquired as to the term length of these positions; Assistant Director Gomez explained that both the Chairperson and Vice Chairperson positions are each for one (1) year terms, which could be re-elected up to four (4) times.

Motion to select a Chairperson and Vice Chairperson at the February 8, 2013 Personnel Board Meeting regardless of whether or not the new Board appointments are made.
---

Motion by Associate Member Paez; seconded by Associate Member Pincus
--

All members present voting in favor - <b>Approved 5 - 0</b>
---

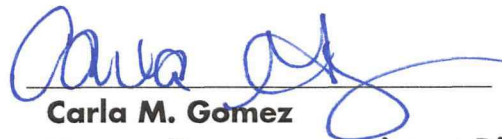
Assistant Director Gomez briefly updated the Board on the City Manager Recruitment Process that is to take place on January 29-31, 2013.

Employee Member Phillips asked regarding the status of the Human Resources Director Recruitment. Assistant Director Gomez advised the Board that the first round of interviews had just been completed and the second round of interviews were in the process of being scheduled. Associate Member Pincus asked if any of the Personnel Board Members would be

participating in the Human Resources Director interview panel. Assistant Director Gomez advised the Board that she would check if that option was available by consulting with the Interim City Manager. Associate Member Paez informed Assistant Director Gomez that in the past Personnel Board Members have been allowed to participate in these types of panel interviews for executive level positions. Employee Member Phillips and Associate Member Paez both volunteered to be a part of the Human Resources Director interview panel.

Employee Member Phillips brought up a discussion regarding Employee Member Christopher Diaz' attendance issue on the Board. The Human Resources Department will research with the City Clerk's Office regarding the attendance policy for elected positions to the Personnel Board. Associate Member Paez explained that this attendance issue with Employee Member Diaz has been ongoing.

With all in favor, the meeting was adjourned at 9:28 A.M.



**Carla M. Gomez**

**Human Resources Assistant Director**