



RENT STABILIZATION BOARD

BUDGET & PERSONNEL COMMITTEE MEETING

Thursday, October 5, 2023 – 5:30 p.m.

Rent Stabilization Board Law Library – 2001 Center Street, 2nd floor, Berkeley

Minutes - Approved

1. Roll Call: Executive Director Williams called Roll.
Members Present: Alpert, Mizell, Simon-Weisberg and Walker.
Staff Present: S. Cole and D. Williams.
2. Land Acknowledgment Statement: The Recording of the Land Acknowledgment Statement was played.
3. Approval of agenda: MSC (Alpert/Simon-Weisberg) Voice Vote. Carried 4-0-0-0
4. Public Comment: No public comment.
5. Approval of the June 1, 2023 meeting minutes (attached to agenda): MSC (Mizell/Simon-Weisberg) Voice vote. Carried 4-0-0-0
6. **CLOSED SESSION**: Public Employee Evaluation of Performance pursuant to California Government Code Section 54957(b)(1). Title: General Counsel – No Action

The Committee met in closed session and voted to adopt the Recommendation of Consultant Keren Stashower of Kinnectics LLC to follow a process for the evaluation of the General Counsel for the current year and to set up criteria and a format for the evaluation of Executive Staff in the future. The Committee will follow the recommendations and will conduct an evaluation schedule of the General Counsel beginning in October of this year.

7. Information Report: Staffing of the new Finance Unit and Rent Board staff vacancy update
8. Information Report: Office relocation process
9. Information Report: Update on the Property Files Scanning Project
10. Future Agenda Items:
 - Office relocation update
 - Scanning project update
 - Finance Unit Staffing update

11. Discussion and possible action to set the next meeting: Next meeting scheduled for Thursday, November 2, 2023, at 5:30 p.m.
12. Adjournment: M/S/C (Alpert/Simon-Weisberg) Motion to Adjourn. Voice Vote. Carried: 4-0-0-0. The meeting adjourned at 6:48 p.m.

STAFF CONTACT: DéSeana Williams, Executive Director (510) 981-7368

COMMITTEE: Soli Alpert, Nathan Mizell, Leah Simon-Weisberg, Dominique Walker (Chair)