

Portland Custodians' Civil Service Board  
Established 1937  
January 16, 2024  
Board Minutes Summary

The Official Minutes of the Portland Public Schools Custodian Civil Service Board are Sound Recordings of the Meetings. The following is a summary of the January 16, 2024 meeting

A meeting of the Portland Public Schools Custodian Civil Service Board was held on January 16, 2024, via Google Meet. Mr. Frank Leavitt and Ms. Roshni Sabedra hosted the meeting remotely from their offices in the Blanchard Education Service Center, 501 N Dixon Street, Portland, Oregon. CCSB Chair Brian Caufield, Board Members Laird Cusack and Paul Hathaway, and Board Secretary Jo McClain were also in attendance via Google Meet.

The meeting was called to order at 4:02 p.m.

## **OLD BUSINESS**

### **1. Approval of Proposed Minutes of December 19, 2023 and January 2, 2024**

The approval of the minutes was held until the end of the meeting. The Minutes of December 19, 2023 and January 2, 2024, were approved as presented. (Mr. Hathaway did not vote on the December minutes as his board status had not been approved prior to that meeting.)

### **2. Approval of Hiring List**

Statistics provided by Mr. Frank Leavitt included 13 applicants, 8 who took the test, 3 who were interviewed, and 3 candidates on the hiring list. The average test score was 95.2%, the average interview score was 69.1%, and the overall average was 82.5%. Mr. Caufield confirmed that the Board's Rule and Regulations were followed, and the list was approved.

### **3. Update by Ms. McClain on information request from Matt Resnick, SEIU Steward**

In follow up to a question raised at the January 2 meeting, Ms. McClain confirmed that on May 25, 2023 she had responded to an information request from SEIU Steward Matt Resnick. The request was on behalf of Carl McSwain. Ms. McClain's response, which had been approved by the board, contained a .zip file with 28 documents relevant to the McSwain Appeal. She confirmed that to date she had had no further contact from Mr. Resnick.

### **4. Relevant Updates if any**

There being no further updates, the next meeting was set for January 30, 2024, per the bi-weekly schedule. The meeting adjourned at 4:11.

Jo McClain  
CCSB Secretary