

Draft Minutes
Budget and Personnel Committee Meeting

February 12, 2018

1. Call to Order:

The Budget and Personnel Committee was called to order at 6:01 p.m. by Director Gustafson. In attendance were:

- Committee members: Director Gustafson and Director Cortez
- Staff: Keith Van Der Maaten and Paula Riso
- Public members: none

2. Public Comments on Any Item Not on the Agenda:

No comments.

3. Approve the Draft Minutes for the January 10, 2018 Meeting:

Director Gustafson made a motion to approve the minutes, Director Cortez seconded the motion. The minutes were unanimously approved.

4. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten gave an update on the status of tasks staff is working on:

- L. Employee Termination – Update given
- O. GM Annual Evaluation – The Committee decided that it is more appropriate for the Executive Committee to discuss this item
- P. Cyber Security/Building Security – Update given
- Q. Account Tech Position – Update given
- R. Annual CAFR – This item is complete
- S. Class and Compensation Study – Update given
- T. Human Resources Retirement and Org Evaluation – No update
- U. Operations Superintendent Vacancy – This item is complete

5. Identify Budget and Personnel Agenda Items for the Next Committee Meeting and Set Date:

The same items will be brought back for discussion. The next meeting is scheduled for March 8th at 5:30 p.m.

6. Committee Member Comments:

No comments.

7. Adjournment:

Meeting adjourned at 6:08 p.m.