

Minutes
Budget and Personnel Committee Meeting

May 6, 2020

1. Call to Order:

The May 6, 2020 Budget and Personnel Committee meeting was called to order at 9:06 a.m. by Vice President Shriner. In attendance via Zoom teleconference were:

- Committee members: Vice President Shriner and Director Cortez
- Staff: Keith Van Der Maaten, Kelly Cadiente, and Paula Riso
- Public members: none

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

There was no public comment.

3. Approve the Draft Minutes of the April 24, 2020 Special Meeting:

Director Cortez made a motion to approve the minutes of April 24, 2020. Vice President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

4. Discuss Evaluation of Board Members Training Requests:

Mr. Van Der Maaten introduced this item. The Committee discussed how many training requests had been made. Ms. Cadiente explained how she determined the amount included in the budget. It included 3 occurrences at \$1,800 and enough for the Special District Association (SDA) quarterly dinner meetings. Vice President Shriner suggested if a Director wants to attend a conference that will exceed their \$1,800 limit, it be directed to the Budget and Personnel Committee for discussion prior to going to the Board.

Director Cortez made a motion to recommend that the budget include \$1,800 for each Board member to attend a conference and the quarterly SDA dinner meetings. Vice President Shriner seconded the motion.

Vice President Shriner made an amendment to the motion to include in the budget \$1,800 for each Board member to attend a conference and the quarterly SDA dinner meetings; and, that if a Director wants to exceed their allocation, it goes before the Budget and Personnel Committee prior to going to the Board. Director Cortez seconded the amendment. The motion was approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

5. Discuss Board Member Compensation:

Director Cortez noted that he was the one who asked to discuss this and in light of the current situation, asked to defer discussion on this item until later. Vice President Shriner suggested discussing it when working on the next budget. The Committee agreed to discuss Board member compensation in February 2021 during budget compilation.

6. Review of the Revised Draft Budget for FY 2020-2021:

Ms. Cadiente explained the changes made after discussion at the last meeting with regards to GSA, MOU negotiations, the Cal Am settlement, and FORA's sunset. She added that the salary schedule and org charts will be changed to reflect the newly approved positions.

7. Identify Budget and Personnel Agenda Items for the Next Committee Meeting:

Vice President Shriner asked if the District does desk audits to determine efficiency with time spent doing daily duties. Mr. Van Der Maaten answered that this agency is pretty small, and managers are aware of what their employees are doing. Desk audits are usually done in larger agencies. Vice President Shriner asked that when the District gets larger or when adding another position, she would like to see it discussed at Budget and Personnel meetings prior to going to the Board.

Director Cortez suggested doing a survey or poll to see how employees are feeling during the Covid-19. Mr. Van Der Maaten stated that managers are in touch with employees but can bring back what the District is doing during this time.

8. Committee Member Comments:

Mr. Van Der Maaten announced that he would be out on paternity leave beginning in June but would have someone standing in for him while he is out. Vice President Shriner wished Mr. Van Der Maaten good luck with the new addition to his family.

9. Adjournment:

Meeting adjourned at 9:58 a.m.