

Minutes
Budget and Personnel Committee Meeting

September 11, 2017

1. Call to Order:

The Budget and Personnel Committee was called to order at 5:50 p.m. by President Gustafson. In attendance were:

- Committee members: President 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. Receive the Draft Minutes of the August 14, 2017 Meeting:

On motion by Director Cortez, seconded by President Gustafson, the minutes were received.

4. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten shared that the HR employee was retiring next year; and, the Operations and Maintenance Superintendent had given his 2 week notice. He then gave an update on the status of tasks staff is working on:

- l. Employee Termination – no change
- o. GM Annual Evaluation – no change
- p. Cyber Security/Building Security – no change
- q. Account Tech Position – no change
- r. Annual CAFR – no change
- s. Class and Compensation Study – update given
- t. Human Resources Retirement and Org Evaluation – update given
- u. Operations Superintendent Vacancy – update given

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

The same items will be brought back for discussion.

6. Committee Member Comments:

No comments.

7. Adjournment:

Meeting adjourned at 5:56 p.m.