

Minutes
Special Budget and Personnel Committee Meeting

April 24, 2020

1. Call to Order:

The April 24, 2020 special Budget and Personnel Committee meeting was called to order at 9:05 a.m. by Vice President Shriner. In attendance were:

- Committee members: Vice President Shriner and Director Cortez
- Staff: Keith Van Der Maaten, Kelly Cadiente, Rose Gill, 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 February 11, 2020 Meeting:

Director Cortez made a motion to approve the minutes of February 11, 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. Consider Recommendation to the Board of Directors to Approve the Restructuring of the Accounting Department and the New Classification, Job Description and Salary Range for an Accountant:

Mr. Van Der Maaten introduced this item. Ms. Cadiente explained the need for the restructure of the accounting department and how this additional position would be beneficial to the District. Mr. Van Der Maaten noted that the Employees Association reviewed this restructure and was agreeable with the suggested changes. Director Cortez and Vice President Shriner asked clarifying questions.

Director Cortez made a motion to recommend that the Board of Directors approve the restructuring of the accounting department and the new classification, job description and salary range for an accountant. Vice President Shriner seconded the motion. The motion was approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

5. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten noted the budget workshop was scheduled for Tuesday, April 28th.

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

This item was not discussed.

7. Committee Member Comments:

Director Cortez thanked staff for bringing this item to the Budget and Personnel Committee for further discussion. Vice President Shriner thanked staff for restarting the Committee meetings.

8. Adjournment:

Meeting adjourned at 9:29 a.m.