

Minutes
Budget and Personnel Committee Meeting

November 8, 2018

1. Call to Order:

The November 8, 2018 Budget and Personnel Committee meeting was called to order at 5:55 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:

There was no public comment.

3. Approve the Draft Minutes for the September 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:

- Accounting Temp – newly hired accounting temp working very well.
- Associate Engineer – last hire fell through. Recruiting again.
- Meter Reader – new meter reader was hired.
- O&M Staffing – Board approved two operator positions. Recruitment in process.
- Water Resources Manager and Water Resources Department – on hold to help fund O&M staff.
- HR Programs – nothing to report.

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 January 8th at 5:40 p.m.

6. Committee Member Comments:

No comments were made.

7. Adjournment:

Meeting adjourned at 5:59 p.m.