

# CROCKETT COMMUNITY SERVICES DISTRICT

## **Personnel Committee Meeting**

AGENDA FOR TUESDAY, SEPTEMBER 12, 2023

TIME: 4:00 PM

PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

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*The Personnel Committee is an agent of the Crockett Community Services District.*

1. CALL TO ORDER – ROLL CALL

2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:

*(The Commission is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared for a future date.)*

4. CLOSED SESSION:

- a. Public Employee Performance Evaluation: General Manager, Pursuant to Government Code Section 54957, and provide feedback to District Board.

5. OPEN SESSION:

- a. Announcement of actions taken during closed session.

6. CONSENT CALENDAR: Consideration of a motion to approve the following items:

- a. Approve Minutes of August 8, 2023, Special Meeting.
- b. Approve Minutes of August 15, 2023.

7. FUTURE AGENDA ITEMS / COMMITTEE COMMENTS.

8. ADJOURNMENT to October 10, 2023.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

# BOARD PERSONNEL COMMITTEE

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Of the Crockett Community Services District

## FOR REVIEW

P.O. Box 578 - Crockett, CA 94525

850 Pomona Street

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## MINUTES OF PERSONNEL COMMITTEE MEETING AUGUST 8, 2023

CALL TO ORDER: The meeting was called to order at 4:10 PM by Committee Chair Tom Cusack. Present were Director Goodman, Director Spinner, Committee member Wais, Recreation Department Manager Wilson.

CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.

PUBLIC COMMENTS ON NON-AGENDA ITEMS: Mr. Vaughn Gunkleman suggested that the review process be managed by an independent human resources company for objectivity, fairness, and confidentiality. He offered to present an official letter with his recommendations. The Committee stated that its role is to manage the process, while maintaining confidentiality, to present to the Board who in turn act on the review.

CLOSED SESSION: The committee went into closed session at 4:26 pm.

Open SESSION: The committee went into closed session at 5:25 pm.

1. Announcement of actions taken during closed session. Committee members assigned the District Secretary the task of compiling the reviews and summarizing the comments to then present to the Board.
2. General discussion that of employment review process.

ADJOURNMENT to August 15, 2023, at 5:30.

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## MINUTES OF PERSONNEL COMMITTEE MEETING AUGUST 15, 2023

CALL TO ORDER: The meeting was called to order at 4:05 PM by Committee Chair Tom Cusack. Present were Director Goodman, Director Spinner, Committee Member Wais, Recreation Department Manager Wilson.

CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER: None.

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Ms. Diana Martinez notified the Committee that the job announcement for the Administrative Services Manager was posted at the Community Center but not on the website.

CLOSED SESSION: The committee went into closed session at 4:08 pm.

Open SESSION: The committee went into closed session at 4:43 pm.

1. Announcement of actions taken during closed session. No action taken.
2. Approval of Minutes for August 8 was not listed in the agenda. Minutes will be considered at next meeting.

ADJOURNMENT to September 12, 2023, at 4:50 pm.

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