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BOARD OF TRUSTEES
PERSONNEL COMMITTEE
SPECIAL MEETING

****MONDAY, SEPTEMBER 23, 2019****

DISTRICT OFFICE
155 Mason Circle
Concord, CA 94520
6:00 PM

SPECIAL MEETING
AGENDA

CALL TO ORDER:

Roll Call
Pledge of Allegiance

1. PUBLIC INPUT ON NON AGENDA ITEMS

Public Participation: Members of the public may address the Board of Trustees regarding items of interest that are within the subject matter jurisdiction of the Board of Trustees. Generally, the Board will not enter into a dialogue during this period.

Speakers should have a “Speaker Card” completed and presented to the Clerk of the Board prior to the start of the Board meeting. Public input on agenda items will be taken at the beginning of the discussion of those agenda items.

Comments shall be limited to **three minutes per person**, unless different time limits are set by the Chairperson.

2. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON JUNE 24, 2019

CLOSED SESSION

3. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiator: Paula Macedo, General Manager, Randall Diamond, Chair of the Personnel Committee, and Jack Hughes, legal counsel

Employee Group: Represented employees, SEIU 1021

Protecting Public Health Since 1927

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RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

4. BOARD AND GENERAL MANAGER ANNOUNCEMENTS

5. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 10 days, before the noted meeting.



Natalie Martini, Administrative Assistant

9/12/2019

Date

The Contra Costa Mosquito & Vector Control District will provide reasonable accommodations for persons with disabilities planning to attend CCMVCD meetings who contact Natalie Martini at least 24 hours before the meeting, at (925) 771-6100.

Agenda materials are available to the public for inspection at no charge during business hours at our administrative office located at 155 Mason Circle, Concord, California.

CONTRA COSTA MOSQUITO AND VECTOR CONTROL DISTRICT

SEPTEMBER 23, 2019 PERSONNEL COMMITTEE MEETING

1. No comment, see agenda
2. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON JUNE 24, 2019 (Pages 4-6)

CLOSED SESSION

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RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSION

- 4 – 5. No comment

PERSONNEL COMMITTEE MEETING
MINUTES

A Personnel Committee special meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, June 24, 2019, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Randall Diamond, Chair
 Richard Ainsley
 Perry Carlston
 Chris Cowen
 Peggie Howell
 Richard Means
 Peter Pay
 Peter Pay
 Daniel Pellegrini

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager
 Maria Bagley, Administrative Services Manager
 Natalie Martini, Administrative Assistant
 Jack Hughes, Liebert Cassidy Whitmore
 Yen Do, SEIU 1021
 Brandon French
 Jason Descans
 Miaja McCauley
 David Obrochta
 Reed Black

CALL TO ORDER

Chair Diamond called the meeting to order at 6:01 p.m.

ROLL CALL

A roll call indicated that 9 Trustees were present, none was absent.

1. PUBLIC INPUT ON NON AGENDA ITEMS –

Public speakers Miaja McCauley (Vector Control Technician), and Yen Do (SEIU 1021 Field Representative) introduced themselves to the committee and spoke on behalf of the open mechanic position, expressing support for filling the position and for the position to remain in the bargaining unit. SEIU 1021 Field Representative Do indicated the union is working with the District regarding the revision of the job specifications of the mechanic position.

2. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON APRIL 30, 2019

** Motion was made by Trustee Pellegrini and seconded by Trustee Carlston to approve the minutes from the Personnel Committee meeting held on April 30, 2019.

CLOSED SESSION – 6:06 p.m.

3. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiator: Paula Macedo, General Manager and Randall Diamond, Chair of the Personnel Committee

Employee Group: Unrepresented employees

4. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiator: Paula Macedo, General Manager and Randall Diamond, Chair of the Personnel Committee, and Jack Hughes, legal counsel

Employee Group: Represented employees, SEIU 1021

RETURN TO OPEN SESSION – 7:03 p.m.

REPORT FROM CLOSED SESSION – the committee gave direction to labor negotiators.

5. EMPLOYEE HANDBOOK UPDATE – General Manager Macedo discussed the proposed changes to the District’s Employee Handbook and the Committee recommended approval with changes to present to the full Board.

7. BOARD AND GENERAL MANAGER ANNOUNCEMENTS – None

8. ADJOURNMENT – 7:38 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Personnel Committee held on September 23, 2019.

Randall Diamond, 2019 Chair
Personnel Committee