



Those persons wishing to speak on any item included on the agenda should fill out and submit to the Board Clerk/Administrative Coordinator a "Request to Speak" form (name and address optional), which is available in the Board Room.

The Chino Basin Water Conservation District complies with the Americans with Disabilities Act and amendments thereto. If you require special assistance to participate in this meeting or if you desire a copy of the Agenda in an alternate format, please contact the District office at (909) 626-2711 at least 48 hours prior to the advertised starting time of the meeting.

Web Link: <https://zoom.us/j/94137498854>

Meeting ID: 941-3749-8854

Join by Phone:

669-900-6833

408-638-0968

346-248-7799

PERSONNEL COMMITTEE MEETING

Chino Basin Water Conservation District
District Office
4594 San Bernardino Street
Montclair, CA 91763

August 19, 2020

4:00 p.m.

A G E N D A

CALL TO ORDER

ROLL CALL

Personnel Committee Members: Committee Chair Marc Grupposo, Directors Margaret Hamilton and Ryan Sonnenberg.

PUBLIC COMMUNICATIONS

This is the time and place for the general public to address the Personnel Committee about subjects that do not appear elsewhere on the agenda. Due to Brown Act requirements, action will not be taken on any issues not on the Agenda however; the Personnel Committee may refer comments and concerns to staff or request the item be placed on a future agenda.

PRESENTATIONS

Youth Community Access Grant Program Opportunity – Elizabeth Skrzat

DISCUSSION ITEMS

1. San Diego Human Resources Consulting Hotline System

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and approve the SDHRC Hotline Reporting System Flowchart or provide direction to staff on desired changes.

2. Policy Manual Update – Policy No. 47

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and provide direction to staff regarding potential changes to District Policy No. 47.

3. Policy Manual Update – Policy No. 44

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and provide direction to staff regarding potential changes to District Policy No. 44.

4. Chino Basin Water Conservation District Central Story

Report by: Maia Dean, Community Programs Manager

RECOMMENDATION: Review, discuss, and recommend Board adoption of the Central Story developed by staff, to be disseminated to and used by all Board Members and Staff Members as a marketing tool when discussing the District with community members and leaders.

5. 2020-2021 Class & Comp Schedule

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and recommend Board approval of a revised Class and Comp schedule for FY 2020-2021.

6. Metrics Reporting

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and provide feedback on quarterly metrics created by staff.

ORAL REPORTS

Administrative Services Manager Recruitment – Elizabeth Skrzat, Executive Director

CLOSED SESSION

Government Code Section 54957.6: salaries, salary schedules or fringe benefits.

ADJOURN

The Personnel Committee will adjourn to the next Regular Meeting of the Chino Basin Water Conservation District, which will be held on September 14, 2020 at 10:00 a.m. at District Headquarters and webcast online at <https://zoom.us/j/98961622935>.

I, Daniel Lopez, Board Clerk/Administrative Coordinator of the Chino Basin Water Conservation District, do hereby certify that a copy of this agenda has been posted by 4:00 p.m. on August 16, 2020.



Daniel Lopez, Board Clerk/Administrative Coordinator