



Those persons wishing to speak on any item included on the agenda should contact the Board Clerk/Administrative Coordinator via email at dlopez@cbwcd.org or contact the District office at (909) 626-2711 two hours prior to the advertised starting time of the meeting.

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.

Join Meeting online <https://zoom.us/j/94879817025>

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Meeting ID 948-7981-7025

PERSONNEL COMMITTEE MEETING

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

Wednesday, June 3, 2020

4:30 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

Quarterly Strategic plan Review – Review of Organizations to Emulate

DISCUSSION ITEMS

1. CBWCD Health Cap Readjustment

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and recommend that the Board adopt the annual readjustment of the health benefit to be automatically calculated at 90% of the lowest Family HMO plan, Dental and Vision premium offered by the District per District Policy 32, effective January 1 of each year.

2. RFP for Human Resources Services

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss and recommend Board approval of a contract with the firm recommended by the review panel.

3. Adoption of 2020-2021 Classifications, Labor Grades and Hourly/Salary Ranges Schedule

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and recommend Board approval of the 2020-02021 Classifications, Labor Grades and Hourly/Salary Ranges.

4. Policy Manual Update

Report by: Elizabeth Skrzat, Executive Director

RECOMMENDATION: Review, discuss, and recommend Board approval of updates to the Policy Manual.

ORAL REPORTS:

5. Update on Administrative Services Manager and Bookkeeper Recruitment

Report by: Elizabeth Skrzat, Executive Director

CLOSED SESSION

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54956(b) and 54957; Title: Executive Director

PUBLIC EMPLOYMENT: Pursuant to Government Code Section 54957.6 employee salaries / benefits.

ADJOURN

The Personnel Committee will adjourn to the next Regular Meeting of the Chino Basin Water Conservation District, which will be held on June 8, 2020 at 10:00 a.m. at District Headquarters.

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 4:30 p.m. on May 31, 2020.



Daniel Lopez, Board Clerk/Administrative Coordinator