

LIVERMORE AREA RECREATION AND PARK DISTRICT

PERSONNEL COMMITTEE

DRAFT MINUTES

**Tuesday, October 12, 2021
2:00 P.M.**

NOTICE: Coronavirus COVID-19

In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Personnel Committee and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.

Committee Members Present: David Furst, James E. Boswell

LARPD Staff Present: Mat Fuzie, Alexandra Ikeda, Fred Haldeman, Jeffrey Schneider, Jill Kirk, David Weisgerber, Jessie Masingale, Julie Dreher, Megan Shannon, Robert Sanchez.

Public Members Present: None.

1. **Call to Order:** Chair Furst called the meeting to order at 2:00 p.m.
2. **Public Comment:** No public comment.
3. **Approval of the Minutes of the Personnel Committee Meeting held on September 14, 2021:** The minutes of September 14, 2021, were approved unanimously.
4. **Discussion and Possible Action Regarding Teleconference During a Proclaimed State of Emergency (Resolution No. 2723-b):** General Manager Mat Fuzie shared that a Resolution allowing a Teleconference During a Proclaimed State of Emergency (Resolution No. 2723-b) is now required for remote meetings and will be a consent item each month moving forward.

Action: The Committee approved Resolution No. 2723-b "Teleconference During a Proclaimed State of Emergency".

5. **District Notice 0009 – Role of the Personnel Commission:** Human Resources Officer Megan Shannon gave an updated staff report to the Committee on the Role of the Personnel Commission. This included a brief history of the role of the Personnel Commission and assertion that the policy is outdated considering LARPD has a fully functioning HR department. The primary functions of the Commission moving forward

will be to act as both an advisory board to the General Manager and designees, and as an appeals board for specific disciplinary actions.

Action: The Committee approved District Notice 0009- Role of the Personnel Commission and asked that it be taken to the Board with suggested revisions. Chair Furst will convey further edits to GM Fuzie and HR Officer Shannon.

6. **Potential Renaming of the Personnel Committee:** The Committee discussed and agreed to keep the name Personnel Committee.
7. **Upcoming Personnel Commission Vacancies:** Business Services Manager Jeff Schneider explained there is a vacancy on the Personnel Commission following Commissioner Resong's resignation. Since resigning, Commissioner Resong has accepted a role with the District as a Contract Specialist reporting to BSM Schneider. Staff suggested the third candidate on the Personnel Commission eligibility list, Keith Beck, be appointed for the remainder of the vacant term. Keith Beck has shown interest in being appointed.

Action: The Committee suggested reappointing Keith Beck to the Personnel Commission for the remainder of the vacant term. Chair Furst requested this item to be added as a consent item at the October 27th Board meeting.

8. **Directors' Reports or Announcements:**
 - a) GM Fuzie stated that a non-vaccinated employee was quarantined due to being in close contact with someone who tested positive with COVID-19. We are watching these situations very closely.
 - b) Chair Furst asked if there will be organizational changes to the Ranger's division due to the fact a Field Supervising Ranger is retiring. GM Fuzie stated a proposal will be brought to the Personnel Committee with suggested organizational changes within the Ranger division. The potential organizational change may be one Field Supervising Ranger instead of two and the creation of an additional Park Ranger position.
9. **Adjournment:** The meeting was adjourned at 2:24 p.m.

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