

MINUTES OF THE PERSONNEL COMMITTEE
OF MT. VIEW SANITARY DISTRICT
AUGUST 26, 2021

The Personnel Committee of the Mt. View Sanitary District convened a virtual meeting at 10:04 a.m. online via Zoom
at:

<https://us02web.zoom.us/j/83238586819?pwd=L2NLd2tOR01RWWxYbmlOZVdGaGJtZz09>

1. ROLL CALL OF DIRECTORS

PRESENT: Director Elmer "Al" J. Schaal, Chair Gregory T. Pyka

ABSENT: None

Also Present: STAFF – District Manager Lilia M. Corona, Operator Cole Woods, Administrative Assistant Kelli Porras, and District Legal Counsel J. Daniel Adams

PUBLIC: Nicole Silverman

2. PUBLIC COMMENT

None

3. NEW BUSINESS

A. EMPLOYER EMPLOYEE RELATIONS RESOLUTION

1. RECEIVE REPORT FROM STAFF

District Legal Counsel Adams explained the Employer-Employee Relations Resolution ("EERR") as authorized by California Government Code Section 3507 of the Meyers-Milias-Brown Act ("MMBA"). Section 3507 authorizes local agencies to adopt reasonable rules that govern their labor relations activities after consulting in good faith with representatives of their employee organizations. Because the District does not currently have any recognized employee organizations, it can implement this EERR without being required to consult with employees concerning its implementation. After consulting with special employment counsel, he presented the EERR to the Committee for review.

2. CONSIDER THE PROPOSED EMPLOYER-EMPLOYEE RELATIONS RESOLUTION AND PROVIDE DIRECTION

The Committee directed staff to present the Employer-Employee Relations Resolution to the Board for consideration at the September Board meeting.

B. POLICIES: LEAVES OF ABSENCE, WORKERS COMPENSATION, DISTRICT UNIFORMS, VEHICLE COST REIMBURSEMENT, AND MILITARY LEAVE

1. RECEIVE REPORT FROM STAFF

District Manager Corona reported policy review and revision is intended to bring the District's practices in line with industry best practices and Federal and State law and to streamline processes to increase efficiency and effectiveness. The following policy revisions are recommended.

Policy and Procedure 2045 - Leaves of Absence, formerly named Family Medical Leave, has been updated to include Family, Medical, Pregnancy Disability, Baby Bonding, and Military Family Leave.

Policy and Procedure 2075 – Workers Compensation, formerly titled Industrial Accident Leave, has been updated to conform with the law.

Policy and Procedure 2095 – District Uniforms is updated to include uniform donning and doffing as time worked and the requirement to wear District assigned uniforms.

Policy and Procedure 2100 – Vehicle Cost Reimbursement is a duplicate policy to Policy and Procedure 2049 – Personal Vehicle Usage and is recommended for deletion.

Military Leave is addressed in Policy and Procedure 2045 – Leaves of Absence and therefore Policy and Procedure 2050 – Military Leave is recommended for deletion.

2. PROVIDE DIRECTION

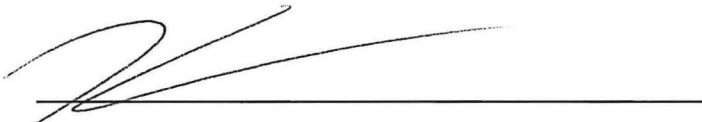
The Committee approved of all policies "as is" and directed staff to present the District Manager's recommendations and updated policies to the Board for consideration at the September 9, 2021, Regular Board Meeting.

Committee Chair Pyka suggested, because there are so many policies to update, Ms. Corona should assign responsibility to the manager that each policy pertains to and assign a copilot as a backup.

4. COMMUNICATIONS

5. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON SEPTEMBER 9, 2021, AT 6:30 P.M.

Business having been concluded, Chairman Pyka adjourned the meeting at 10:32 a.m. The next scheduled meeting is a Regular Board Meeting on Thursday, September 9, 2021, at 6:30 p.m.



Kelli Porras, Administrative Assistant