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BOARD OF TRUSTEES
PERSONNEL COMMITTEE MEETING

****Monday, June 11, 2012****

7:00 P.M.
District Office
155 Mason Circle
Concord, California 94520

AGENDA

1. CALL TO ORDER
2. ROLL CALL
- 3.* PUBLIC INPUT ON NON AGENDA ITEMS
Public Participation: Members of the public may address the committee regarding items of interest that are within the subject matter jurisdiction of the committee. Generally, the committee 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 committee 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.

4. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETINGS HELD ON APRIL 9, 2012
5. EMPLOYEE HANDBOOK UPDATE (Appendix I)
6. SALARY RANGE REVIEWS

Titles: Administrative Secretary
 Biologist

Protecting Public Health Since 1927

BOARD OF TRUSTEES

President SOHEILA BANA, PhD Richmond • Vice President JEFF BENNETT Hercules • Secretary H. RICHARD MANK El Cerrito
Antioch JOSE SAAVEDRA • Brentwood ROLANDO VILLAREAL • Clayton PEGGIE HOWELL • Concord ANGELA MICHEALS • Contra Costa County RUSS BELLECI • Contra Costa County JIM PINCKNEY • Contra Costa
County CHRIS COWEN Danville RANDALL DIAMOND • Lafayette JAMES FITZSIMMONS • Martinez DANIEL PELLEGRINI • Moraga MYRTO PETREAS, PhD • Oakley MICHAEL KRIEG • Orinda DIANE WOLCOTT
Pinole WARREN CLAYTON • Pittsburg RICHARD AINSLEY, PhD • Pleasant Hill RICHARD MEANS • San Pablo Vacant • San Ramon SHARYN ROSSI • Walnut Creek NANCY BROWNFIELD

Community Affairs Representative
Public Affairs Manager
Receptionist/Clerk
Scientific Programs Manager
Vector Ecologist II

CLOSED SESSIONS

7. CONFERENCE WITH LABOR NEGOTIATORS

CONFERENCE WITH JEFF BENNETT, CHAIR OF PERSONNEL COMMITTEE AND CRAIG DOWNS, GENERAL MANAGER, AS DISTRICT NEGOTIATORS, TO REVIEW THE DISTRICT'S POSITION ON SALARY AND BENEFITS FOR UNREPRESENTED EMPLOYEES, PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6 (a).

Titles: All unrepresented employees with one exception (General Manager)

RETURN TO OPEN SESSION

REPORT FROM CLOSED SESSIONS

8. BOARD AND STAFF ANNOUNCEMENTS

9. ADJOURNMENT

I hereby certify that the District Board of Trustee Agenda was posted 72 hours, or ___ days before the noted meeting:



Tina Cox, Accounting & Benefits Specialist

5/30/12
Date

✧ Supporting documents are enclosed

The Contra Cost Mosquito & Vector Control District will provide reasonable accommodations for persons with disabilities planning to attend CCMVCD meetings who contact Allison Nelson at least 24 hours before the meeting, at 685-9301

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative office located at 155 Mason Circle, Concord, California