

CROCKETT COMMUNITY SERVICES DISTRICT

Personnel Committee Meeting

AGENDA FOR TUESDAY, MAY 14, 2024

TIME: 4:00 PM

PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

The Personnel Committee is an agent of the Crockett Community Services District.

1 CALL TO ORDER – ROLL CALL

2 CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER

3 PUBLIC COMMENTS ON NON-AGENDA ITEMS:

(The Commission is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared for a future date.)

4. CONSENT CALENDAR: Consideration of a motion to approve the following item:

- a. Approve Minutes of April 9, 2024.

5. ADMINISTRATION:

- a. Receive report on actions taken by the District Board.
- b. Discuss changing the District Secretary to 30 hours for full-time status.
- c. Discuss and recommend annual Cost of Living Adjustment (COLA)

6. REPORTS/COMMENTS FROM COMMITTEE MEMBERS: *(These items are typically for the exchange of information only. No action will be taken at this time.)*

7. FUTURE AGENDA ITEMS:

- a. Key policy
- b. Personnel record policy.
- c. List of mandatory training for non-employees.
- d. Update list of agencies/vendors/etc. to reflect access of current staff.

8. ADJOURNMENT: to June 11, 2024.

You will find the Minutes of this meeting posted on our website at <http://www.town.crockett.ca.us/meetings>
Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

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