



DATE: 2/15/2022
TO: Board of Directors
FROM: Sarah Hoffman, Administrative Assistant III
SUBJECT: Personnel Committee Report

Attendance:

Committee Chair: Mary Bellefeuille, Committee Member; Dennis Ivey,
PRPD Staff: Dan Efseaff, District Manager; Kristi Sweeney, Assistant District Manager; Sarah Hoffman, Administrative Assistant III

The meeting convened at 4:04 pm.

The Committee will meet to:

1. Review Job Descriptions

Discussion was had amongst the committee about the updated job descriptions. Dennis asked if their needs to be a legal review, and Kristi informed him that their does and that it had already been done. Dan stated that once the job descriptions are accepted by the counsel, that it will go back out for legal review. Both Mary and Dennis stated that they will review them all before the next committee meeting.

2. Review and Discuss Personnel Rules Manual Update – Rule 20 Paid Time Off

Dan went over recommendations on possible changes to Rule 20 of the Personnel Manual and made comments on sick time sell back. Discussion was had by those present on the accumulation of sick time and vacation time.

The meeting moved to closed session at 4:42 pm.

CLOSED SESSION:

1. The Committee will meet in Closed Session pursuant to California Government Code Section 54957, (1) District Manager Evaluation and Employment Agreement.

REPORT ON CLOSED SESSION:

The Committee came back from Closed Session at 5:33

The meeting adjourned at 5:34 pm.

https://paradisepspd.sharepoint.com/sites/BODMeeting/Shared Documents/_Committee.Personnel/2022/PC_22.0215/PC.Staff.Report.2022.0217.docx
3/8/2022