

Draft Minutes
Budget and Personnel Committee Meeting
June 22, 2012

1. Call to Order:

The Budget and Personnel Committee was called to order at 9:00 a.m. by President Burns. In attendance were:

- Committee members: President Burns and Vice President Gustafson.
- Staff: Jim Heitzman, Carl Niizawa, Kelly Cadiente, and Jean Premutati.

2. Public Comments on Any Item Not on the Agenda:

No comments.

3. Approve the Draft Minutes for May 25, 2012:

The draft minutes were approved unanimously.

4. Review the District's Draft Procurement Policy:

Ms. Cadiente briefly explained the procurement policy, how it works with all the other District policies, and the purchase authority limits proposed for certain management staff. The Committee recommended moving this item forward to the Board for consideration.

5. Review Proposals for Annual Audit Services to the District:

The Committee was given copies of the proposals for review and discussion. Per the discussion, Charles Z. Fedak & Company received the top recommendation from the Committee. The Committee recommended moving this item forward to the Board for consideration.

6. Receive Status Update of the Classification and Compensation Study and Consultant List of Comparator Agencies:

Ms. Premutati introduced this item and the Committee reviewed the recommended comparator agencies and recommended moving this item forward to the Board for consideration.

7. Identify Agenda Items for the Next Committee Meeting:

In a continuing effort to go green, President Burns suggested looking at getting tablets for Board members to view packets and information.

8. Committee Member Comments:

No comments were made.

9. Adjournment:

The meeting was adjourned at 9:22 am.