

Draft Minutes
Budget and Personnel Committee Meeting
August 24, 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, Terra Chaffee, Carl Niizawa, Kelly Cadiente, Jean Premutati, and Paula Riso.

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

No comments.

3. Approve the Draft Minutes for June 22, 2012:

President Burns made a motion to approve the June 22, 2012 minutes. Vice President Gustafson seconded the motion. The minutes were approved unanimously.

4. Approve the Draft Minutes for July 27, 2012:

As a quorum of the July meeting was not present to approve the draft minutes, the minutes were received.

5. Review the Draft Revised Expense Reimbursement and Travel Policy:

Ms. Premutati explained the revisions made to the Expense Reimbursement and Travel Policy to bring it current.

The Committee recommended moving this item forward to the Board for consideration.

6. Discuss the Total Compensation and Classification Study:

President Burns asked to bring the Total Compensation and Classification Study back to the Board for discussion under closed session MOU negotiations.

The Committee recommended moving this item forward to the Board for consideration in closed session under MOU negotiations.

7. Receive Information on Digital Tablets for Board Member Use:

Ms. Cadiente introduced this item. Discussion on the cost and use followed.

The Committee recommended moving this item forward to the Board for consideration.

8. Receive a Report on SB 90/State Mandated Cost Reimbursement and the Brown Act:

Mr. Heitzman introduced this item and explained that the District had not requested reimbursement in the past but was going to submit the paperwork for reimbursement for 2010/2011 and 2011/2012. Ms. Cadiente explained there were several methodologies to use in determining the reimbursement and the District could be reimbursed for approximately \$6,000 for the two years.

9. Identify Agenda Items for the Next Committee Meeting:

The Committee did not ask for anything specific to be added to the agenda.

10. Committee Member Comments:

No comments were made.

11. Adjournment:

The meeting was adjourned at 9:22 am.