



GREATER VALLEJO RECREATION DISTRICT

Mission Statement: *Building community and enhancing quality of life through people, parks, and programs.*

Website: www.gvrd.org

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Board of Directors
Rizal Aliga
Ron Bowen
Robert Briseño
Adjoa McDonald
Wendell Quigley

General Manager
Gabe Lanusse

Policies and Personnel Committee Minutes

Monday, September 26, 2022

9:30 a.m.

Administrative Office-Board Room

395 Amador Street

In attendance: Director Briseno, General Manager Lanusse, Human Resources Manager Halcro

Meeting began: 9:30am

1. Public Comment

- No public comment

2. Policy and RR 4005-Board Powers, Duties and Responsibilities- discussion on updates/changes to policy

- GVRD Staff will do more research on this item

3. Discuss Grievance Policies

- Committee discussed Grievance policies

4. Discuss Emergency Planning

- Committee Discussed Emergency Planning with both GVRD staff and creating Emergency Planning opportunities for the public. Committee asked if COV has anything we could collaborate with them on? We discussed doing scenario trainings, partnering with local groups for things like warming centers because we have facilities but do not have enough employees to staff them 24/7. Committee discussed if it's within the mission and vision of GVRD to provide Emergency planning, warming centers, etc. Committee asked staff to bring this to the Board for discussion in the future.

5. Create a draft job description for Assistant General Manager position

- Committee discussed and direction was given for staff to return with more information; cost, why does the District need this position, and can it be accomplished any other way?

6. **Discuss Adding Full-time Maintenance Worker I to Facilities Dept.**
 - Committee discussed and direction was given for staff to return with more information; cost, why does the District need this position, and can it be accomplished any other way?
7. **Discuss Adding Full-time Visitor Services Coordinator**
 - Committee discussed and direction was given for staff to return with more information; cost, why does the District need this position, and can it be accomplished any other way?
8. **RR2260 Disciplinary Action**
 - Committee discussed and will move this forward to meet and confer with Unions
9. **Discussion – Policy Update Spreadsheet**
 - Committee discussed the Policy Update Spreadsheet – looks good
10. **Items for future agenda**
 - Committee asked for us to bring the following items for future agenda:
 - Policy regarding committee assignments
 - Policy regarding moving board meetings to different locations

Adjourned at 10:35am