



# Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles  
by providing safe parks and innovative and fun  
recreation programs for all residents.

## BOARD OF DIRECTORS

Rizal Aliga  
Robert Briseño  
Stacey Kennington  
Wendell Quigley

## GENERAL MANAGER

Gabe Lanusse

## Policies and Personnel Committee Minutes Monday, July 24, 2023 6:00 p.m. Administrative Office-Board Room 401 Amador Street

**In attendance:** Director Kennington, Director Briseño, General Manager Lanusse, Human Resources Clerk Morehouse

Meeting began: 6:00 pm

**1. Public Comment**  
None

**2. Policy 2040 & RR2040 – Sick Leave**

Staff updated the committee that both MOU's for the Unions have updated the procedure on how to notify the immediate supervisor if they are sick or need to take an unplanned day off by leaving a voice mail or text message. Another change in the MOU's for sick leave is to notify immediate supervisor before shift starts. Previously they had until one hour into the shift.

Another update is that sick leave has changed to a tenth of an hour. Previously it was in quarter hour increments.

The Committee recommended changing a mistake on page 2 under Part-time/Temporary or Seasonal Employees the word fpr and should be for. They would like to know if language should be added to fill out the FMLA/SDI before using the Catastrophic Leave Bank. Staff will check with Legal Counsel and have the entire policy reviewed.

**3. Policy 4020 – Attendance at Board Meetings**

The Committee brought up some points that would need some research such as who decides on who is being unruly, how this is handled.

The Committee suggested that the Board do a rebuttal and to discuss among other Board members during closed session regarding the violations and send the recommendation to the appointing agency of the board member in violation for recommendations and a solution.

Staff will speak with Legal Counsel to discuss a written process.

**4. Discussion on Staffing Levels**

Committee suggested to be updated when staffing is at 100%



**5. Discussion on Additional Employees**

Staff commented that we will work on the budget and see if we can add additional staffing.

**6. Discussion on Professional Association Membership, CEU, Training, and Networking**

Committee asked if we know what GVRD spends on Professional Association Memberships and if we have any memberships already.

This was followed by Staff asking the Committee their thoughts on networking. They agreed that getting a fresh prospective and new ideas is a good idea but is ultimately the GM's decision.

Committee recommends that GVRD have a Policy and include during the budget process to place this in terms of cost. More feedback provided was that GVRD should make staff aware of the opportunity educational opportunities with professional organizations. Another suggestion was the GVRD host educational opportunities and invite outside agencies to attend. Staff replied that they have in the past but can work on increasing this.

Adjourned at 6:49 pm