

LEUCADIA WASTEWATER DISTRICT
Minutes of a Human Resources Committee Meeting
December 10, 2019

A meeting of the Human Resources Committee (HRC) of the Leucadia Wastewater District (LWD) was held Wednesday, December 10, 2019 at 1:00 p.m. at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

Chairperson Hanson called the meeting to order at 1:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Hanson and Omsted

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, Administrative Services
Manager Richard Duffey, Administrative Services
Supervisor Trisha Hill, and Executive Assistant Tianne Baity

3. Public Comment

None.

4. New Business

A. Annual Review of the Board-General Manager/Staff Relations Policy.

ASM Duffey presented the item stating the policy calls for an annual review. He provided background information on the policy indicating that it was last updated in January 2019 and it is a tactical goal for Fiscal Year 2020. He stated staff has reviewed the policy and is not recommending any changes.

Director Omsted suggested minor edits and sentence restructuring to Section II, item F, Section III, item C, and Section V, item C. He also suggested adding to Section VI regarding Board comments about District business at other official meetings. Staff stated they would make these changes.

GM Bushee stated that once the changes are made, staff will send the updated Policy to the HRC to review and comment on prior to placing this item on the January Board agenda.

5. Information Items

None.

6. Directors' Comments

None.

7. General Manager's Comments

None.

8. **Adjournment**

Chairperson Hanson adjourned the meeting at 1:32 p.m.

A handwritten signature in blue ink, appearing to read "Paul J. Bushee", is written over a horizontal line.

Paul J. Bushee
Secretary/General Manager
(Seal)