

**LEUCADIA WASTEWATER DISTRICT**  
Minutes of a Human Resources Committee Meeting  
November 8, 2018

A meeting of the Human Resources Committee (HRC) of the Leucadia Wastewater District (LWD) was held Thursday, November 8, 2018 immediately after the 9:00 a.m. Investment and Finance Committee Meeting at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

**1. Call to Order**

Chairperson Hanson called the meeting to order at 10:41 a.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. Receive and file the Annual Review of the LWD Board-General Manager/Staff Relations Policy.

ASsup Hill presented the item stating the policy calls for an annual review. She provided background information on the policy indicating that it was last updated in 2014. She stated staff has reviewed the policy and is not recommending any changes.

Director Omsted suggested amending section IX of the policy and establishing two year committee appointment terms. Following discussion, staff and the HRC agreed to postpone consideration of this item. Staff agreed to revise and present this item to the HRC in December.

B. Adopt Resolution No. 2307 - Updating LWD's Anti-Harassment/Discrimination Policy and Complaint Procedures.

ASsup Hill presented the item stating LWD's original No-Harassment Policy was adopted by the Board of Directors in March 2006. She stated that staff has reviewed LWD's current policy and the information contained in this policy is outdated and requires revisions to meet new CA laws/regulations.

Following discussion, the HRC agreed with staff to recommend that the Board of Directors adopt Resolution No. 2307 - Updating LWD's Anti-Harassment/Discrimination Policy and Complaint Procedures.

**5. Information Items**

None.

**6. Directors' Comments**

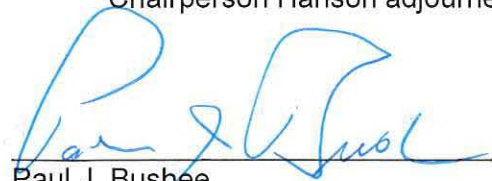
None.

7. **General Manager's Comments**

None.

8. **Adjournment**

Chairperson Hanson adjourned the meeting at 11:04 a.m.



Paul J. Bushee

Secretary/General Manager

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