Livermore Area Recreation and Park District

PERSONNEL COMMITTEE

DRAFT MINUTES

October 12, 2026
2:00 p.m.

Robert Livermore Community Center
4444 East Avenue, Livermore, CA 94550-5053
West Wing Conference Room

Members Present:	Chair David Furst, Director James Boswell
Members Absent:	None.
Staff Present:	Amber Maugeri, Business Systems Supervisor Chelynn Watkins, Senior Human Resources Analyst Jessie Masingale, Human Resource Technician Kendahl Hettick, Management Analyst Mathew Fuzie, General Manager Michelle Kleman, Human Resources Manager Rene Venus Dalusong, Executive Assistant to the General Manager
Others Present:	Larry Bird Nelson A. Fialho, Executive Director, Renne Public Management Group Sonja Scott, Management Analyst, Renne Public Management Group

1. **Call to Order**: Chair Furst called the meeting to order at 2:00 p.m.

2. **Public Comment**: Chair Furst opened public comment. No public comments were received, and the public comment period was closed.

3. **Approval of Minutes**: Personnel Committee Meeting held on September 14, 2026.

    - **Action**: The September 14, 2026 Personnel Committee meeting minutes were approved as submitted.

4. **Review of the Draft Board Appointee Performance Evaluation Policy**: The Committee reviewed the draft policy and provided additional feedback (Supplemental Item 4). Chair Furst requested changing the agenda item title from “General Manager Performance Evaluation” to “Board Appointee Performance Evaluation.”

    - **Action**: Present the draft policy to the Board for discussion and consideration at a future Board meeting.

5. **2027 Health Insurance and Medical Rates**: The Committee continued its discussion of 2027 health insurance and medical rates, the switch from Rocky Mountain to Navia, paid time off, floating holidays, and the proposed MCO tax, which could take effect in 2028 if the legislation passes.

    - **Action**: No Committee action was taken. This was an informational update and discussion only.

6. **Future Agenda Items / Matters Initiated / Announcements**: None.

7. **Adjournment**: The meeting adjourned at 2:49 p.m.

MF/Rvd

Appointee Evaluation Policy Draft Review

Livermore Area Recreation and Park District

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Overview of 9/21 Committee Meeting

RPMG summarized sample performance evaluation policies.

Per the direction of the Committee, RPMG drafted the following document, ensuring evaluations:

- Are scheduled annually
- Require a facilitator
- Include participation caveat for new Boardmembers
- Are led by the Board Chair

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Who Is Evaluated & Review Frequency

Who:
LARPD Board Appointee(s)

Frequency:
Detailed annual cycle (May–October)
with timeline flexibility, as needed

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Board Role

- Process is led by Board Chair in collaboration with facilitator
- Boardmembers:
  - Review self-evaluation
  - Discuss performance themes & reach consensus in closed session
  - Approve compensation adjustment (if considered)
  - Review and approve evaluation
  - Deliver results to the Appointee

**Boardmembers who have served less than six months prior to evaluation period are excluded from the process unless waived by Appointee*

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Appointee Input

Appointee(s) must submit a self-evaluation addressing:

- Significant accomplishments and progress during the evaluation period;
- Progress in addressing feedback or priorities identified during the prior evaluation;
- Areas for continued growth or development;
- Significant challenges or obstacles affecting the Appointee's responsibilities;
- Progress toward relevant District priorities;
- Proposed priorities and objectives for the coming evaluation period; and
- Appointee may also identify compensation matters for the Board's review and consideration.

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Compensation

-Compensation adjustments are at the discretion of the Board and handled in accordance with applicable laws and District procedures

-If a comp adjustment is directed, the Chair will coordinate with the HR Manager or designee regarding required Board action, taking place in October/November

-Approved adjustments take effect in January following the completion of the evaluation cycle

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Documentation and Follow-Up

-The Board and the facilitator meets with Appointee to review the evaluation, discuss priorities and expectations for the coming evaluation period

-The Board and facilitator will communicate Board direction regarding compensation, if any

-Alternatively, the Board may designate the Board Chair to communicate the evaluation results to an Appointee in collaboration with the facilitator

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