

LIVERMORE AREA RECREATION AND PARK DISTRICT

PERSONNEL COMMITTEE

DRAFT MINUTES

**Tuesday, August 10, 2021
2:00 P.M.**

NOTICE: Coronavirus COVID-19

In accordance with Governor Newsom's Executive Orders, members of the Livermore Area Recreation and Park District Personnel Committee and staff participated in this meeting via Zoom teleconference. In the interest of maintaining appropriate social distancing, members of the public also participated in this meeting electronically.

Committee Members Present: David Furst, James E. Boswell

LARPD Staff Present: Mathew Fuzie, Alexandra Ikeda, Jeffrey Schneider, Jill Kirk, Linda VanBuskirk, Megan Shannon, Jessie Masingale, Nancy Blair, Robert Sanchez, David Weisgerber, Vicki Wiedenfeld.

Public Members Present: None.

1. Call to Order

Chair Furst called the meeting to order at 2:00 p.m.

2. Public Comment

No public comment.

3. Approval of the Minutes of the Personnel Committee Meeting held on June 8, 2021

The minutes of June 8, 2021 were approved unanimously.

4. HR Updates

Human Resources Officer Megan Shannon presented to the Committee updates in Human Resources (presentation is attached). Mrs. Shannon advised the Committee on:

- The hiring efforts for full time and part time summer recruitments.
- The HR team have been transitioning many HR related documents to DocuSign to help with making the onboarding process paperless.

ITEM NO. 3

- Cal/OSHA’s Emergency Temporary Standards (ETS) require the District to document the vaccination status of active employees. HR staff have started tracking all records.
- Mrs. Shannon reported that the use of COVID-19 Supplemental Paid Sick Leave is on the rise within the District.

General Manager Mat Fuzie informed the Committee that the District Notice for duties of the Commission is being drafted and will be brought back to the Personnel Committee.

No Committee action was taken.

5. Directors’ Reports and Announcements

- a) Chair Furst requested the Human Resources Update presentation be presented at the Board meeting held on August 25, 2021.
- b) The Committee thanked Staff for the hard work they are doing to keep the District running smoothly.

6. Adjournment

Meeting adjourned at 2:42 p.m.

/jm