



**PERSONNEL COMMITTEE MEETING  
REMOTE MEETING  
Tuesday, March 9, 2021  
11:30 AM**

**MINUTES**

**1. CALL TO ORDER**

- Meeting called to order at 11:31am

**2. ROLL CALL**

- Board members present: Barbara Burkey, John Huff

**3. PUBLIC PARTICIPATION NON-AGENDA ITEMS**

- None.

**4. INFORMATION/DISCUSSION**

**4.1 Review Salary Schedule**

- Moneque Wooden gave an overview of the proposed salary schedule.
- John Huff asked why the District does not go with the California minimum wage for exempt employee wages. Wooden responded that if the rate of pay matches exactly California it will require the District to go by minimum wage according to employment laws that give less flexibility than California laws. Huff wanted to have the salaried employees' rate be above that of California to be more competitive.
- Moneque Wooden will be presenting that as a second option. She will also reach out to the CAPRI attorney for clarification why the salaried employees were best fitted if slightly under the CA minimum wage.

**4.2 Review Maintenance Supervisor Job Description**

- Burkey wanted to point out in the first paragraph that the Maintenance Supervisor said the position receives direction for the District Supervisor.
- Moneque Wooden responded that it should be left for now as a new organization chart needs to be created.
- Burkey said that the Maintenance Supervisor should list supervision coming from the Co-Directors for the purposes of this month's Regular Board of Directors Meeting.

**4.3 Review Maintenance Coordinator Job Description**

- The proposed job description was reviewed.

**4.4 Review Maintenance Worker Job Description**

- The proposed job description was reviewed.

**4.5 Review Kudos Instructor Apprentice Job Description**

- The proposed job description was reviewed. Moneque reported that it is a new job description that allows more flexibility for hiring employees to work for Kudos.

**5. ADJOURNMENT**

- Meeting adjourned at 11:59pm