

**Grizzly Flats Community Services District**  
**Notice of Personnel & Policy Review Committee Meeting**

**Date: Wednesday, July 3, 2024**

**Time: 1:00 PM**

**Location: The Grizzly Flats CSD Office (4765 Sciaroni Rd., Grizzly Flats, CA)**



**Committees focus on matters which typically require extensive research and review, but do not operate in such a way that they make management decisions. Committees may form recommendations for the full Board to consider at a regular meeting of the Board.**

## **PERSONNEL & POLICY REVIEW COMMITTEE AGENDA**

### **A. CALL TO ORDER**

### **B. ROLL CALL OF THE COMMITTEE MEMBERS – *Kim Gustafson (GM), Director Chigazola, and Director Hannblom***

### **C. PERSONNEL ITEMS**

1. Discuss results of the recent salary survey performed by Director Hannblom and recommended changes to employee pay ranges.
2. Consider employee merit increases where warranted.

### **D. POLICY UPDATES**

1. Accounting Policies and Procedures Manual - Discuss recommended revisions to include federal procurement requirements.
2. Employee Handbook - Review and discuss updates to the following sections of the Employee Handbook for compliance with new legal requirements:
  - a. Include a Workplace Violence Policy.
  - b. Updates relative to Assembly Bill 2188 which amends the California Fair Employment and Housing Act (FEHA) to prohibit an employer from discriminating against a current employee or applicant for the use of cannabis off the job and away from work.
  - c. Review policy on performance evaluations, specifically section 2.07.01, the last paragraph where reviews are shared with the Board.
  - d. Discuss the format of the review for the General Manager position.
3. Review the current Schedule of Charges as appended to Ordinance 88-1 and discuss implementing a fee for water theft from fire hydrants.

### **E. ADJOURN**

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- *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Kim Gustafson at (530) 622-9626 or [gfwater@sbcglobal.net](mailto:gfwater@sbcglobal.net). Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11).*