



**Personnel Committee Meeting
Minutes**

11am, Monday, March 6, 2023

Via Zoom Meeting ID: 822 2870 1954
4701 Gibbons drive, Carmichael, CA 95608

Staff: Daniel Barton, J.R. Hichborn, Debra Tierney, Rodney Dahlberg,
Danny Curtola, Darren Woodland and Shayne Hawthorne

Committee Members: Robert Evans and Pati Todd

Call to order: 11 am

1. Approval of January 12, 2023, meeting Minutes.
Minutes approved.
2. Review and discuss establishing Cesar Chavez Day as a District holiday.
*Staff reviews reasons to add Cesar Chavez Day as a District holiday.
The Committee questions if parks will be closed on these new holidays. Staff states that no parks will be closed on any given holiday, just the community centers.
The Committee supports the recommendation by staff to include Cesar Chavez Day as a District holiday effective immediately.*
3. Review and discuss establishing Juneteenth as a District holiday.
*Staff reviews reasons to add Juneteenth a District holiday.
The Committee questions if staff needs two President's Day holidays off. Staff states that the County receives two days off in February for Washington and Lincoln's birthdays and so MORPD does as well.
The Committee supports the recommendation by staff to include Cesar Chavez Day as a District holiday effective immediately.*
4. Review and discuss Dress Policy.
This item was pulled by staff and will be brought back for discussion at the next Committee meeting.
5. Review and discuss Vacation Policy 2704.
*Staff reviews reason to change the Vacation Policy for the Committee.
Staff notes a change that must be made to Attachment B, stating there is a section missing on unused vacation.*

The Committee supports the recommendation by staff to amend the Vacation Policy to include the requested changes, effective immediately.

6. Refund Policy.

Staff reviews why they are creating a new section to the Refund Policy specifically for summer camps.

The Committee recommends staff add a section for online registration that must be checked, as well as a section for in person registration to initial, both signifying acknowledgement of the new Refund Policy.

The Committee requests staff add in “except summer camps” to the heading of the Refund Policy.

The Committee supports the recommendation by staff to amend the Refund Policy to include the requested changes, effective immediately.

7. Review and discuss the proposal for the restructuring of the Recreation Department.

Staff reviews reasons why they are restructuring the Recreation Department for the Committee.

The Committee questions why staff need to outsource marketing and what the extra amount in the budget be used for that staff don't already do. Staff states that marketing has been done by a singular staff member, however it takes up a large amount of time from their day to design and print up flyers, not allowing time for the staff to do their daily duties. Staff notes the extra amount added to the budget for marketing would go to translation of District materials, which MORPD currently does not do.

Staff replies that this model will also provide more opportunities for growth from Coordinator to Supervisor and Supervisor I to Supervisor II.

The Committee request a progress report after several months of staff having tried this model.

The Committee supports the recommendation by staff to reorganize the Recreation Department.

Adjourned 12:01 pm