

**Burney Water District**  
**Board of Director's Personnel and Policies Standing Committee Meeting**  
**April 25<sup>th</sup>, 2018**

**ITEM**

**1. CALL TO ORDER AND ROLL CALL**

**PRESENT:** Directors Britta Rogers, Fred Ryness, and District Manager Willie Rodriguez.

**ABSENT:** None.

**CALL TO ORDER:** Director Ryness called the Meeting to order at 10:03 a.m.

**2. PUBLIC SPEAKERS:**

None.

**NEW BUSINESS:**

- 3. Review Draft General Policy Manual – Section 1000:** District Manager Willie Rodriguez summarized the draft General Policy Manual – Section 1000 with the committee and answered questions. There are areas in the policy that need to be defined better and it needs to be compared with our current policies and procedures and revised to match those. Committee directed Willie to investigate the applicability of a Board Member being Board Secretary and Create a decision tree flowchart for Claims Against the District.
- 4. Review Future Agenda Items and Summarize Board Direction:** Cross Reference the Criminal Offender Record Information Policy with the Board Policy, Draft General Policy Manual – Section 1000 and next Personnel and Policies Meeting on May 30<sup>th</sup>, 2018 at 10:00 a.m.
- 5. Adjournment:** Director Ryness called for adjournment at 11:17 a.m.

  
CHAIRPERSON

  
BOARD SECRETARY