

PUBLIC NOTICE

**Administration and Personnel Committee
Alpine Springs County Water District**

Date: October 16, 2020
Location: District Office, Board Room
270 Alpine Meadows Road
Time: 9:00 a.m.
Members: Evan Salke, District Director, Chair
Janice Ganong, Director
John Collins, General Manager

AGENDA

NOTE: IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT THE TELEPHONE NUMBER AND ADDRESS LISTED BELOW PRIOR TO THE MEETING.

Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, the Alpine Springs County Water District Board Room will not be accessible to the public for this meeting. The meeting will be accessible via teleconference only. Public comments will be accepted by the committee and should be submitted to the Board Secretary at info@alpinesprings.org; by mail or in person (drop box) 270 Alpine Meadows Rd., Alpine Meadows, by Tuesday October 13, 2020 at 9:00 a.m.) and via teleconference on any item on the agenda until the close of public comment on the item.

Teleconference: at the specified time 9:00 a.m. call the Dial-In Number (800) 261-3225; When prompted, enter your Conference Code 5832342 followed by #

1. **CALL TO ORDER**
2. **PUBLIC COMMENT**

It is the policy of the Alpine Springs County Water District to give the public the opportunity to address any item of interest, related to the Committee's activities, at this time. No action can be taken on items addressed under Public Comment that are not on the agenda. Individual public participation will be limited to five minutes in duration

If a member of the public wishes to address the Committee on an agenda item after consideration by the Committee, but prior to a vote, the individual should raise his/her hand to be recognized by the Chair of the Committee.

3. **ITEMS FOR COMMITTEE DISCUSSION & ACTION**
 - a. Discuss criteria and procedure for seeking and hiring a new District General Manager
 - b. Obtain input from current General manager regarding appropriate contract terms
 - i. Review the policies and historical material regarding the GM position
 - ii. Review and discuss the difference between being a Contractor to the District or an Employee of the District
 - iii. The Committee will discuss, review and recommend for approval advertising for the GM position.

ALPINE SPRINGS COUNTY WATER DISTRICT

Directors: Janet S. Grant, Janice Ganong, Evan Salke, Dave Smelser, Christine York
General Manager: John M. Collins

- iv. Current GM recommended qualifications for candidates
- v. Update job description if needed
- vi. Selection Process
- vii. Salary/Benefits
- viii. Timeline for hiring

4. **MEMBERS' COMMENTS**

In accordance with Government Code Section 54954.2(a), Committee members may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

5. **ADJOURNMENT**

Agenda items may or may not be taken in the order sequence presented above.

I certify that on or before Tuesday October 13th at 9 :00 a.m., I personally posted this agenda as required.

Pamela S. Zinn

Pam Zinn, Office Manager