



SPECIAL MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Tuesday, February 13, 2018 at 6:00 PM
Graton Day Labor Center, 2981 Bowen St. Graton, CA

1. CALL TO ORDER 6:12 PM

2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer, Present; Devin Drew, Present; Board Vice President, Matt Johnson, Absent; Board Secretary, Karin Lease, Present; David Upchurch, Present.

3. APPROVE ORDER OF THE AGENDA

David Upchurch moved to approve the order of the Agenda. David Clemmer Seconded.

Board President, Dave Clemmer, Yes; Devin Drew, Yes; Board Vice President, Matt Johnson, Absent; Board Secretary, Karin Lease, Yes; David Upchurch, Yes.

4. PUBLIC COMMENT

Members of the public are invited to address the Board on those items which fall under the authority of the Board. For those wishing to address the Board on any Agenda or non-agendized item, please complete a Speaker Card located at the entrance to the and submit it to the Board President. Please be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. Comments will be limited to three minutes per speaker. Speakers should understand that except in very limited situations, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. GOVERNMENT CODE 54954.2. (2) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

Members of the community were present to express concern regarding the Occidental Water Treatment Project.

5. DISCUSSION ITEM

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format or requires another person to assist you while attending this meeting, please contact staff at the Graton Community Services District office at (707) 823-1542 as soon as possible (no later than 10 days before the scheduled meeting) to ensure that arrangements for accommodation may be provided.

A. Work/Study Session- Policy manual updates and implementation plan.

3130 Performance Evaluation: David Upchurch do we have standardized form. Jose Ortiz said that they can be developed for the procedures. Board agrees with the wording of the new policy 3130. Notation for the table of contents is to obtain the appropriate forms for this policy.

3140 Harassment: Board agrees with the wording of the new policy 3140. Once the policy is adopted, the board would like to have this policy emailed to the board members, general manager, operators and OIT's requesting acknowledgment and understanding. These acknowledgments will be placed in the employee files.


Homework:

OLD #	NEW #	TITLE	ASSIGNED TO
2230	3126	Nepotism	Upchurch/Drew
2240	3210	Outside Employment	Upchurch/Drew
2251		Confidentiality Regarding Resignations	Upchurch/Drew
2270	3300	Internet, Email & Electronics...	Upchurch/Drew
3010	3510	Illness & Injury Prevention Plan	Clemmer/Lease
3020	2110	Budget Preparation	Clemmer/Lease
3080	2135	Purchasing	Clemmer/Lease
4010	1030	Code of Ethics	Clemmer/Lease
4035		Director's Health Insurance	Ortiz/Johnson
5070	4230	Rules of Order for Board & ...	Ortiz/Johnson
6010		Development Improvement Standards	Ortiz/Johnson
6030		Annexation Procedures	Ortiz/Johnson

Work as teams to present at the next board meeting.

The next Special Meeting will be March 5 and March 12 at 6:00 PM.

ADJOURNMENT 8:25 PM


Minutes Approved

4/16/18
Date

GRATON COMMUNITY SERVICES DISTRICT

250 ROSS LANE • MAIL: PO BOX 534, GRATON, CALIFORNIA 95444 • 707/823-1542 • FAX 707/823-3713



SPECIAL MEETING AGENDA
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Tuesday, February 13, 2018 at 6:00 PM
Graton Day Labor Center, 2981 Bowen St. Graton, CA

1. CALL TO ORDER _____

2. ROLL CALL - Determination of a Quorum

Board President, Dave Clemmer____; Devin Drew____; Board Vice President, Matt Johnson, ____; Board Secretary, Karin Lease _____: David Upchurch_____.

3. APPROVE ORDER OF THE AGENDA

4. PUBLIC COMMENT

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PUBLIC MEETING SIGN IN

PLEASE PRINT

DATE: 02.13.18		
NAME	ADDRESS	EMAIL
DAVE BERGER.	9055 BLESSIES PATH.	daubery@hotmail.com
Stephanie Blumenthal	3501 ROSS RD.	sablumenthal@yahoo.com
Celia Cumings	9062 Blessies Path	
Steve Cumings	" " "	
NRO DEW	3200 Dew	

ADDRESSING THE BOARD

The Board of Directors encourages citizens to participate in the operation of the Community Services District, and in turn desires to be responsive to the needs of our community.

FOR ITEMS ON THE AGENDA: If you wish to address the board regarding an item on the Board Agenda, please complete a Speaker Request Slip and give it to the Board Secretary prior to the start of the meeting. Indicate on the slip the specific agenda item you wish to address and the Board President will call on you to speak when the agenda item is being discussed. Board policy limits individual speakers to three minutes, and limits oral presentations on each agenda item to twenty minutes.

FOR ITEMS NOT ON THE AGENDA: If you wish to address the Board of Directors regarding a matter which is not included on the meeting agenda, but which is within Board jurisdiction, please complete a speaker slip and give it to the Board Secretary prior to the start of the meeting. Please indicate on the slip the specific topic that you wish to address. The Board President will call upon you to speak during the Public Comment portion of the agenda. Board policy limits individual speakers on non-agenda items to three minutes. The Board is prohibited from taking action at the meeting on any matter not included on the posted agenda.

The Board encourages citizens to participate in our meetings. It is expected that individuals who speak during the public meeting will be courteous and avoid remarks which reflect adversely on the character or motives of any person, on race religion, political views or economic status.

