



GREATER VALLEJO RECREATION DISTRICT

Mission Statement: *Building community and enhancing quality of life through people, parks, and programs.* Website: www.gvrd.org

Board of Directors
Robert Briseno
Gary Salvadori
Ron Bowen
Adjoa McDonald
Rizal Aliga

General Manager
Gabe Lanusse

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Policies and Personnel Committee Meeting Monday, September 13, 2021

Due to Solano County and the State of California's shelter in place orders our Committee Meeting was held remotely via Zoom Meetings

In attendance: Director Salvadori, Director Aliga Human Resources Manager Halcro, General Manager Lanusse

Meeting began: 4:00 pm
Director Aliga arrived at 4:15pm

- 1. Discuss Draft of Updated Part-time Handbook**
 - a. Committee discussed updated Part-time handbook draft and continued work on this process**
- 2. Discuss Full Time Salary Scales and Proposed Changes**
 - a. HR Manager presented committee with the full-time salary scales and a proposal of changes. Committee suggested presenting this to the Board of Directors with some updates**
- 3. Discuss Changes to Policy and RR #2020-Annual Leave, Executive Leave, Compensatory Time Off, Leave without Pay, and Floating Holiday**
 - a. Committee discussed policy and changes. Suggestions were given for other changes and HR manager will make those changes before taking to the Board of Directors.**
- 4. Discuss Changes to Policy and RR#2120 – Workers Compensation/Occupational Sick Leave**

- a. Committee discussed policy and changes. Suggestions were given for other changes and HR manager will make those changes before taking to the Board of Directors.**

5. Discuss changes to Policy 2315 – Employee Code of Conduct

- a. Committee discussed policy and changes and will bring to the Board of Directors for first read.**

6. Discuss New Policy Regarding Social Media

- a. Committee discussed policy and received feedback for some changes. This will be edited before being taken to the Board of Directors**

7. Policy Manual Updates and Board of Directors Request to Track Changes

- a. HR Manager shared Policy Change Spreadsheet and received feedback to add dates. These will be added before presentation to the Board of Directors.**

Meeting adjourned 5:44pm