



Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles
by providing safe parks and innovative and fun
recreation programs for all residents.

BOARD OF DIRECTORS

Rizal Aliga
Robert Briseño
Thomas Judt
Stacey Kennington
Tom Starnes

GENERAL MANAGER

Gabe Lanusse

Policies and Personnel Committee Minutes Tuesday, February 20, 2024 3:30 p.m. Administrative Office-Board Room 401 Amador Street

In Attendance: Director Aliga, Director Judt, General Manager, Gabe Lanusse, and Human Resources Director, Lisa Sorvari

Meeting Began: 3:34 pm

Public Comment

None.

1. Assign Committee Chairperson:

- After a brief discussion, it was determined that Director Aliga serve as Chairperson of the Policies and Procedures Committee and Director Judt concurred.

2. Discussion Items:

How to Change a Policy Flow Chart

- HR Director discussed the chart and the Committee's role regarding policy review. Committee members may make suggestions, but no final decisions as policies must go to the full Board of Directors for approval.
- The HR Director reminded the Committee that policies may go directly to the Board after they have been reviewed by Committee up to two times. General Manager Lanusse explained policies were sometimes stuck in committee too long without having full Board review.
- Next Step: Lighten background color to make the flow chart easier to read.

Rules and Regulations No. 5010, Board Meeting Agenda

- General Manager explained that placing items on the Board of Director's agenda is more time consuming when requests are from the public and makes it challenging for the Board Clerk. The Committee agreed that changing the deadline from six (6) business days to fourteen (14) calendar days would be adequate.



- The General Manager discussed having a consensus of the Board before placing items on the Board of Directors' agenda. Director Judt feels Directors should be able to place items on the agenda. The General Manager said a trainer recommended Discussion Items for Board meetings should be discussed during the "*Announcements and Comments from the Board Members*" session. Director Judt agreed, and Director Aliga said a Committee Chair can bring up an Agenda item and open it to the Board for discussion. The General Manager agreed and responded that the Board Member would wait until the end of the meeting even if the agenda item was mentioned during Committee Updates.
- Director Judt asked how Board Members place items on Committee agendas and General Manager, Lanusse, replied he did not know and will research.
- Next Step: General Manager will research Director Judt's question and report the answer during a Committee meeting.

Policy No. 4010, Board Member Ethics

- The General Manager discussed needing a procedure to follow if a Board Member has a complaint about another Board Member because of past conflict.
- The Committee agreed that it depends on the situation and the first action should be Board Members communicating with each other.
- There was also discussion around the Board Chair or Attorney stopping Directors if there is tension during a Board Meeting.
- The Committee agreed that a complaint/conflict resolution procedure is needed for the Board of Directors.
- Next Step: The HR Director and General Manager will research sample policies and present a draft to the Committee.

3. Policy Review

Policy and Rules & Regulations 3014, Partnership & Sponsorship Opportunities

- Director Judt expressed concern regarding the statement about not denying sponsorship/partnership opportunities based on the potential sponsor/partner viewpoint (e.g., religious, political, etc.). The Committee agreed it could be troublesome if hate groups wanted to sponsor events.
- Director Judt would like to focus this policy on special events first.
- Next Step: General Manager will present to Programs Committee for discussion and HR Director will consult with legal regarding first bullet point.

Meeting Adjourned at 4:45 pm