



POLICY AND PERSONNEL COMMITTEE MEETING MINUTES

Thursday, February 7, 2019
1401 Los Gamos Drive Suite 220
San Rafael, California 94903

Appointed Members

Sashi McEntee (Chair) | Damon Connolly (Vice Chair) | Sloan Bailey

CALL TO ORDER

Vice Chair Connolly called the meeting to order at 8:08am.

ROLL CALL

Commission Clerk called roll.

Commissioners Connolly and Bailey present

Commissioner McEntee (arrived 8:20am)

PUBLIC COMMENT

Vice Chair Connolly asked for public comment. Hearing none, closed public comment.

BUSINESS ITEMS

1. Approval of January 22 and January 25, 2019 Meeting Minutes

Approved; M/S by Commissioners Bailey and Connolly to approve the January 22nd and 25th meeting minutes.

Ayes: Commissioners Bailey, Connolly
Absent: Commissioner McEntee

Noes: None
Abstaining: None

Motion was approved by majority.

2. Review of Amendments for the Marin LAFCo Policy Handbook

Staff reported that Chair McEntee had taken on the tremendous task of reformatting and making the agreed upon changes to the Policy Handbook. The Committee assessed and approved the revised layout and recommended the new Policy Handbook be presented at the next Commission meeting.

The Committee as a whole felt that at this time defining “substantially surrounded” was not necessary at this time.

It was suggested by legal counsel and supported by staff and the Committee to use the Santa Cruz LAFCo’s Indemnity policy as a template for Marin LAFCo.

Staff reported that commission counsel recommended the personnel rules be removed from the Policy Handbook and made into a separate document. The Committee requested that staff research the to update the personnel rules and make sure they are compliant with state law. Staff reported they are also working with the commission counsel on records retention policy, which will be brought back to the Committee for review.

There was a brief discussion on determining term start/end dates for the Public Member’s seat as the current policy only states the month of May. The Committee unanimously agreed the Public Member’s term of office would officially begin on the first day in May.

(Vice Chair Connolly left at 9:55am)

Approved; M/S by Commissioners Bailey and McEntee to authorize the EO to make the indicated updates and any necessary grammatical corrections, then present the newly revised Policy Handbook at the next Commission meeting for review and possible approval at the April Commission meeting.

Chair McEntee called for adjournment at 10:01am.

ATTEST:



Candice Bozzard
Clerk to the Commission