

HUMAN RESOURCES/RISK MANAGEMENT COMMITTEE NOTES

July 25, 2018

Attendees:

Committee members:	Kathleen Tiegs (Chair) and James V. Curatalo
Staff members:	Carrie Corder, Chad Brantley, Roberta M. Perez, and Rossana Ammari
Members of the Public:	None

Call to Order: 3:30 p.m.

Public Comment: None

Additions/Deletions to Agenda: None

I. Employee Policy No. 5.2, Voting Leave

- Staff proposed adoption of a new policy, Employee Policy No. 5.2, Voting Leave. The California Election Code section 14001 requires employers to provide employees sufficient time off to vote. California employers are responsible for making sure labor law posters are posted in areas where employees have access to read them; the District meets such requirements. While the District is abiding by the voting leave legislation, adopting a formal policy outlines the provisions and procedures on releasing staff to vote on elections days.
- The Committee concurred and recommended forwarding the item to the Board of Directors for consideration.

2. Hazard Mitigation Plan Project Update

- Staff presented the Committee with the Hazard Mitigation Plan Project update. The purpose of the Disaster Mitigation Act of 2000 requires agencies to prepare and keep an updated local hazard mitigation plan (HMP) recognizing potential natural hazards and to identify and consider mitigation measures to reduce the risks associated with such hazards.
- On June 12, a contract was awarded to Emergency Planning Consultants to facilitate the District's 2019 HMP Update Project and follow it through the review process with CalOES and FEMA.
- The cost of the consultant's services for the project is \$30,000 and approved in the annual operating and capital budget for FY18/19.
- This item will be brought to the full board at a later date. The project launched in June 2018 and is anticipated to last 12 months.

Meeting Adjourned at 3:50 p.m.