



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: August 6, 2021
 TO: Board of Directors
 FROM: Committee Chair
 SUBJECT: Summary of Personnel Committee Meeting of August 4, 2021

The Personnel Committee met on August 4th at 10:40 a.m., at the District administrative offices and via conference call. Committee members in attendance were Chair Campbell, Directors Theis, Blackwelder. Staff members in attendance were Tim Flanagan, Guy Petraborg, Tim Brownell, Zoe Shoats, Garth Gregson, David Ramirez and Ida Gonzales. Legal counsel Rob Wellington was also in attendance.

1. Review Organizational Structure

Staff is requesting that the Personnel Committee and the Board review the existing organizational structure and provide guidance as to the continued use of the existing structure, or to give the incoming GM the ability to change the organizational structure. The impact would be to have a delay in the filling of the Director of Finance and Administration position to perhaps the end of the calendar year.

Discussion followed and the Committee directed staff to begin the recruitment process for the Director of Finance & Administration. The committee requested that staff provide a timeline that includes the recruitment schedule for the Director of Finance & Administration and the current General Managers availability.

2. Update on General Manager Recruitment

Berta Torres, Human Resources Manager provided an update on the General Manager recruitment timeline. The first round of interviews will be held by the Personnel committee scheduled as a Special meeting on September 9th. Interviews for the GM position will be held by the full Board on September 17th.

3. Modification to FY 21/22 Communications and Public Education Staffing Plan

Berta Torres, Human Resources Manager and Zoe Shoats, Director of Communications provided information on the need for the new classification in the Public Education department.

Discussion followed regarding the need for the position, increased workload, and projects within the department. The committee provided support for the addition of the new Public Education position. This item will be presented to the full Board for approval at a future meeting.

GENERAL MANAGER COMMUNICATIONS

The General Manager reviewed plans to recognize retired Director Bales 52 years of service prior to the August Board meeting.

CLOSED SESSION

The Committee went into closed session at 11:34 a.m.

The Personnel Committee came back into open session at 11:55, and Legal Counsel announced that in the closed session, relating to the agenda item of a matter of significant exposure to litigation, the Committee took up and received information relating to that matter, and that no reportable action was taken.

There being no further business, the Committee Chair adjourned the meeting at 11:56 a.m.

NEXT MEETING DATE: September 1, 2021, at 9:00 a.m.