



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: June 9, 2021
 TO: Board of Directors
 FROM: Committee Chair
 SUBJECT: Summary of Personnel Committee Meeting of June 2, 2021

The Finance Committee met on June 2nd at 10:30 a.m., at the District administrative offices and via conference call. Committee members in attendance were Directors Theis, Campbell, Blackwelder and Albert. Staff members in attendance were Tim Flanagan, Guy Petraborg, Tim Brownell, Zoe Shoats, Berta Torres, Garth Gregson, and Ida Gonzales. Legal counsel Rob Wellington was also in attendance.

1. **Presentation of Draft Final Budget for Fiscal Year 2021/22**

Staff gave a presentation about the Fiscal 2022 draft final operating and capital spend budget. The information that was presented included final revenue and expense estimates and projected capital spending for the next fiscal year. The final Fiscal 2022 budget will be presented at the June Board meeting. There were questions and comments from the Committee.

2. **Position Vacancies**

Berta Torres, Human Resources Manager provided an update on the current staff vacancies.

3. **Recruitment for General Manager**

Berta Torres, Human Resources Manager updated the Board on the next steps for the recruitment of the General Manager. Staff recommended the selection of Murray and Associates who performed the last two General Manager recruitments for the District. The Committee approved the selection of Murray and Associates for the recruitment of the General Manager. This will allow staff to prepare for the for the upcoming vacancy of the General Manager in September 2021. The cost for the recruitment services is within the General Managers spending authority and included in the Fiscal 2022 budget.

A motion was made by Director Albert, seconded by Director Theis, and unanimously voted to Approve the hiring of Murray and Associates for the recruitment of the General Manager.

4. **Administrative Office Re-opening Plan**

Staff presented information about the process for re-opening the District offices to public access and conducting Board and Committee meetings that would be available for the public to attend. The Committee suggested investigating a hybrid form of meeting and Staff will consider that option. Some structural changes to the communications equipment and physical layout of the Board room will need to be made to accommodate a hybrid form of public meeting in the future. Staff will keep the Committee apprized of how the District plans to accommodate future meetings.

GENERAL MANAGER COMMUNICATIONS

Potential August Board Meeting Staff anticipates there will be a need for an August Board meeting. In recent years there has not been a Board meeting in August. The Board Clerk will schedule the meeting and send notifications.

Joint District/M1W Committee Meeting MRWMD and M1W Respective are planning to have a joint meeting of the two agencies sometime in June. Items for discussion for the subcommittee will be organics planning, micro grid development, and joint site master planning.

Director Bales Celebration Staff is assessing the potential for an in-person celebration of Gary Bale's retirement. There were comments from the Committee about the timing and format of the event.

The Personnel Committee meeting adjourned at 11:53 a.m.

NEXT MEETING DATE: July 7, 2021 at 10:30 a.m.