

# AGENDA PERSONNEL COMMITTEE

Tuesday, November 30, 2021, 12NOON Via Zoom Meeting

https://us02web.zoom.us/j/89089815387?pwd =R29Yd1hxM3UxQ1F4bDZBVXdXU1hxQT09

**Directors: Carroll (Chair), Judd** 

### **CALL TO ORDER**

## PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION ON ITEM(S) SCHEDULED ON THE AGENDA

### **DISCUSSION ITEM:**

### 1. JOB DESCRIPTION AND TITLE UPDATE

Review and discussion updating the Secretary Receptionist job description and title to Customer Service Representative.

### RECESS TO CLOSED SESSION

1.\* PUBLIC EMPLOYEE LABOR NEGOTIATIONS Unrepresented Employee - District Administrator Pursuant to California Government Code §54957

**RECONVENE TO OPEN SESSION - CLOSED SESSION REPORT** 

### **ADJOURNMENT**

Posted on November 29, 2021 by:

Ingrid S. Penney Administrative Services Manager for Clerk of the Advisory Board of Directors

\*Denotes that there is no written report (applies to Reports, Action, and Presentation Items)