

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Tuesday, February 12, 2019 2:00 PM

1. OPENING

A. Call to Order

President Pierson called the meeting to order at 2:00 p.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present: David Pierson, Harry Farmer, Amanda Rice, Cindy Steidel and Donn Howell.

Staff present: Acting General Manager Monique Madrid, District Counsel Timothy Carmel, Organizational & Strategic Advisor Paavo Ogren and Deputy District Clerk Haley Dodson.

2. PUBLIC COMMENT ON AGENDA ITEMS

Public Comment:

Steve McGrath

Mike Lyons

Christine Heinrichs

Crosby Swartz

Elizabeth Bettenhausen

Tom Laycock (submitted a written comment and read by Tina Dickason)

Tina Dickason

3. REGULAR BUSINESS (Estimated time: 15 Minutes per item)

A. RECEIVE AND DISCUSS PUBLIC INPUT ON GENERAL MANAGER POSITION DESCRIPTION AND INTERVIEW QUESTIONS

President Pierson introduced the item and discussed the position description and requested the Board's overall opinion.

Director Steidel had difficulty going through the position description. She revised the position description and divided it into categories. She provided copies to the Board, staff and public (submitted a written comment).

President Pierson stated the packet included a cut and pasted copy. There was a lot of duplication. We want input from the Board.

Director Rice stated that the ad hoc committee wanted the new board members to have input on the position description. This is a very rough draft and she understands the confusion from the public.

Director Howell stated the term leadership troubles him. The General Manager's function is to implement Board policies; he doesn't think the General Manager should be leading the Board.

President Pierson stated a distinction needs to be made between goals and staff goals.

Vice President Farmer stated he's most concerned about trustworthy, positive interpersonal skills, aware of their own shortcomings and willing to take constructive criticism, source of support for staff and positive relationships with everyone.

Director Rice stated the General Manager is hired to implement policies and support the development of the policy by the Board. We need to make that distinction important. We need someone who can be a leader and take direction. We want someone who is trustworthy and honest.

Director Howell stated he's troubled by the idea that the General Manager might act as the public face of the District, unless the General Manager can be trusted to follow the exact direction of the Board. He's not sure that's a function that should be included in the position description. It requires a certain talent to manage a district. He thinks there needs to be clarification between the General Manager and public.

President Pierson stated in looking at transparency, he differs with Director Howell. If the General Manager can update the public on a regular basis, that's a public face in a new General Manager. They can provide updates on where the District is on certain aspects.

Director Howell stated interacting with regulatory bodies is important.

Director Rice stated it's important during interviews that the person recognizes the difference between the General Manager and Board roles.

Director Howell stated he doesn't recall seeing how the General Manager might feel about the forest and conservation. There should be something in the position description regarding appreciation for Cambria's unique environment or something like that.

President Pierson agreed.

Director Rice responded that she's not sure having that in the position description is necessary. It's a critical quality. It may be included in the summary.

Director Steidel stated the Board may want to include real property assets and labor negotiations.

President Pierson answered Ms. Bettenhausen's question on authority, leadership and responsibility. There are many kinds of leaders. The overall aspect of a leader is they set the tone for the organization they lead. The Board has the authority to govern the District and take care of its duties and responsibilities. The Board has to delegate authority to the General Manager so they can do the day-to-day job that they get paid for, which is hiring/firing, daily direction, operations, and they have the authority to do those things within the policies and decisions made by the Board. You can delegate authority, but you can never delegate responsibility. The responsibility stands with the members of the Board. It's never delegated to the General Manager.

Public Comment:

Tina Dickason

Elizabeth Bettenhausen

Mike Lyons

Leslie Richards

Christine Heinrichs

Director Howell responded he doesn't feel it's the General Manager's job to report to local groups. It's information that should be presented to the Board, unless it's given to everyone in the community. He doesn't think a General Manager should be a part of a program for a local group and report on what regulatory organizations are doing. It's not their job. He understands the necessity for the current modification to the bylaws. Is there anything that can be done to make it appear to be less restrictive? It appears that it's an attempt to isolate the District employees and management from interaction with the public. Is there a way that things can be more open?

District Counsel stated the Board approved a policy last year and it can be revised to be less restrictive.

Director Steidel stated the General Manager needs to understand the workflow. If she has something to discuss with the Finance Manager or District Clerk, she'll email the General Manager and ask permission. It helps keep the General Manager in the cycle regarding the demands being made on the staff. She doesn't see anything wrong with channeling it through the General Manager.

Director Howell agreed. The original language did provide that direction, so he would like this bylaw to be brought back for future discussion.

District Counsel stated its bylaw 7.2. and staff is bringing the bylaws back at the next meeting.

President Pierson stated he has no problem looking at the paragraph. The Board can review at the next meeting.

Public Comment:
Elizabeth Bettenhausen
Tina Dickason

Director Rice stated she agrees with President Pierson on leadership and authority. The decision-making flow has been backwards. The process needs to be made clear.

President Pierson stated the District has 21 resumes and the Board will review them during closed session. They will not be made public because the applicants have existing jobs, and the Board doesn't want to make it known they are seeking employment. Cover letters were also received for most of the applicants and most were looking for new challenges and responsibility. They are looking for a new chapter and new direction. The Board hopes to have interviews consisting of the Board members and a number of staff over the next month. A list of finalists will be prepared and may be shared with the public. The interview questions were drafted by President Pierson. They were examples to get the Board discussing what can and cannot be asked of candidates.

Public Comment:
Tina Dickason

Vice President Farmer stated the CPO and Fire Chief should be involved in the interview process.

Director Rice asked how the interview process going to be structured. Is the Board going to decide which staff members are going to be on the interview panel? Does the Board determine the short list?

President Pierson stated the preliminary interviews will be in closed session. If anyone wants to have more discussion, he is willing to have it. He thinks that there may be a report out of closed session on 2/28/2019. He's not prepared to have that discussion at this point.

4. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)

President Pierson adjourned the meeting to closed session at 3:31 p.m.

- A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957**
Title: General Manager