



POLICY COMMITTEE

REGULAR MEETING

Thursday, February 27, 2020 - 2:30 PM
1000 Main Street, Cambria, CA 93428

MINUTES

A. CALL TO ORDER

Chairman Donn Howell called the meeting to order at 2:42 p.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee Members present: Donn Howell, Gordon Heinrichs, Claudia Worthen and Leslie Richards.

Absent: John Nixon and Ted Key.

Staff present: General Manager John Weigold, Facilities & Resources Supervisor Carlos Mendoza and Administrative Department Manager, Monique Madrid.

C. CHAIRMAN'S REPORT

Chairman Howell welcomed new member Leslie Richards. He reported the Board of Directors passed Use of Electronic Devices by Board Members During Public Meetings and Correspondence to the Board & Staff policies. The Board of Directors has asked the Policy Committee to review and provide some suggestions on how the Board should respond to those communications. He provided a copy of a policy ledger on the various policies and the associated action. The Committee reviewed the ledger for accuracy. He noted the Reserve Policy has been numbered 2150 and updated the ledger.

He presented the idea of suggesting a new name for the Committee, such as a Policy Research Committee or a Policy Advisory Committee. This would allow for a different style of format for the Committee to present to the Board. The Committee members discussed the idea and expressed they did not agree with the idea of changing the name of the Committee.

D. AD HOC SUB-COMMITTEE REPORTS

i. Subcommittee on Disaster Preparedness

Committee member Gordon Heinrichs reported Chief Hollingsworth is working on phase II of the Disaster Preparedness plan.

There were concerns raised on the recent opening of gates on the Fiscalini Ranch. Carlos reported the key has been returned and new locks are being ordered.

ii. Subcommittee on Veterans' Hall Fees

The report included information from Carlos regarding the fees, and deferred maintenance projects and costs.

Committee member Harmon suggested creating a sliding scale fee schedule for the use of the Veterans' Hall for non-profits dependent on the state of the nonprofit financial status.

Ms. Harmon and Mr. Key will work on a proposed fee schedule.

iii. Subcommittee on Purchasing Policy

Chairman Howell reported several meetings have taken place and there is nothing to present at this time. When Ted returns, we will continue on the process. The policy is a combination of policies and procedures with an effort to separate the two.

iv. Subcommittee to Review the Policy on Policies and Related Environmental Concerns

Vice Chairman Heinrichs stated that they have reviewed many policies from others and will be fine tuning and create a sequence to present to the Committee. They would like the CEQA book purchased by the CCSD and will provide a list of the CZLUO, NCP, NCAP, LCP with two copies for the ad hoc committee members. Staff will try to place these documents on the CCSD website for all committees to use.

1. PUBLIC COMMENT

Public Comment:
None.

2. CONSENT AGENDA

A. Consideration to Approve the January 30, 2020 Regular Meeting Minutes

Committee member Harmon moved to approve the minutes as written.

Committee member Richards seconded the motion.

Motion Passed Ayes - 3 Nays - 0 Absent - 2

Ayes: Heinrichs, Richards, Worthen
Absent: Key, Nixon

3. REGULAR BUSINESS

A. Discussion and Consideration of Committee Bylaws, Goals and Mission Statement

The Committee agreed to move this item to be heard earlier so that Carlos would be able to comment then leave the meeting to get back to work.

Carlos shared that the policy would add work to his department and will require storage for property which is removed as a result of an eviction. The policy is primarily legal compliance with little ability to be changed.

Chairperson Howell asked for two committee members to get together and review the policy. Stressing that the policy is a minimum, review it and determine if additional ideas should be added. The first page is policy and may be reviewed and modified. The Conservation Easement was a source of guidance for the policy development with a need for compliance with the Easement.

Committee member Richards will work with Carlos Mendoza and David Hirsch will be working on this policy.

Bylaws, Goals and Mission will be postponed to the next committee meeting.

B. Discussion and Consideration of District Policy or Policies Regarding Cambria's Homeless Population

Chairperson Howell asked to continue items 3.B. and 3.C. to the next Policy Committee meeting.

C. Discussion and Consideration of Creating an Ad Hoc Subcommittee to Research and Make Recommendations Regarding Email Management and Retention Policies

Chairman Howell stated the Policy Committee will discuss this item when the entire committee is present. He will bring some information back to the Committee.

4. FUTURE AGENDA ITEMS

Mr. Weigold asked to consider adding a policy for CCSD to pay standing committee members for travel expenses. This will be placed on a future agenda as a high priority.

5. ADJOURN

Chairman Howell adjourned the meeting at 4:42 p.m.

POLICY COMMITTEE MEETING SIGN-IN SHEET

Meeting Date: February 27, 2020

| Name | Name |
|------------------|------|
| John Weigold | |
| Gordon Heinrichs | |
| Richard | |
| Carlos | |
| Manny | |
| Donna | |
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