

EXECUTIVE COMMITTEE MEETING
MINUTES

A Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, April 9, 2018, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Warren Clayton, Chair
 Michael Krieg
 Richard Mank
 Peggie Howell
 Randall Diamond

TRUSTEES ABSENT None

OTHERS PRESENT Paula Macedo, General Manager


1. The Committee meeting was called to order at 7:00 p.m.
2. Roll call indicated that all five trustees were present and none were absent.
3. PUBLIC INPUT ON NON AGENDA ITEMS - None.
4. APPROVAL OF MINUTES FROM EXECUTIVE COMMITTEE MEETING HELD ON FEBRUARY 5, 2018
- * * Motion was made by Trustee Diamond and seconded by Trustee Howell to approve the minutes from the Executive Committee meeting held on February 5, 2018.
5. CONSIDERATION OF TIMELINES AND PROCEDURES FOR GENERAL MANAGER PERFORMANCE REVIEW

The performance review timeline for the evaluation of the General Manager was discussed. The committee agreed to recommend changing the timeline by one month this year, so that the evaluation coincides with the current General Manager's hire anniversary. General Manager will update the timeline document for distribution at the May Board meeting. Performance reviews of the General Manager in 2019 and beyond will follow the previous timeline and will be approved at the July meeting each year. The committee also discussed the format of the current evaluation and has agreed that it needs to be updated. The committee will meet again at a later date to be determined to discuss the best way to implement changes for the 2019 evaluation.

6. BOARD AND STAFF ANNOUNCEMENTS - None

7. ADJOURNMENT - There being no further business, a motion to adjourn was made by Trustee Diamond, seconded by Trustee Krieg at 8:23 p.m. Motion passed unanimously.

I certify the above minutes were approved as read or corrected at a meeting of the Executive Committee held on August 13, 2018.



Warren Clayton, Chair
Executive Committee