

PERSONNEL 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 11, 2011, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Jeff Bennett, Chair
 Russ Belleci
 Randall Diamond
 Kristin Haegeland
 Richard Head
 Peggie Howell
 Dick Mank
 Daniel Pellegrini
 Angela Micheals, Board President

TRUSTEES ABSENT none

OTHERS PRESENT Craig Downs, General Manager

1. The Committee meeting was called to order at 7:00 p.m.
2. Roll call indicated that nine trustees were present and none were absent.
- 3.* PUBLIC INPUT ON NON AGENDA ITEMS

 None.
4. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON JUNE 7, 2010

 A motion was made by Trustee Pellegrini to approve minutes from the Personnel Committee Meeting held on June 7, 2010, seconded by Trustee Micheals. *Motion passed, Trustee Head abstained*
5. REPORT ON PROCESS AND REVIEW FOR PERSONNEL, SALARY AND BENEFIT ADJUSTMENTS (Appendix I) - General Manager Craig Downs reviewed the memo on the process and review for personnel, salary and benefit adjustments. No staffing changes are projected for the coming year. Present employee benefits, cost as a percentage of payroll, and trends in other public agencies were discussed
6. BOARD AND STAFF ANNOUNCEMENTS
 none

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:30 p.m.

I certify the above minutes were approved as read or corrected at a meeting of the Personnel Committee held on June 6, 2011.



Jeff Bennett, Chairperson
Personnel Committee