

POLICY COMMITTEE

REGULAR MEETING

Thursday, December 29, 2022 - 3:00 PM

MINUTES

A. CALL TO ORDER

Chairperson Farmer called the meeting to order at 3:05 p.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present - Harry Farmer, Gordon Heinrichs, Claudia Harmon, Ted Key, and James Townsend.

C. AD HOC SUBCOMMITTEE REPORT

Committee member Townsend provided information he had gathered regarding having Needs Assessment for a District Code of Ethics Policy.

The Committee voted unanimously to forward this request to the Board of Directors at the January Policy Committee meeting.

D. CHAIRMAN'S REPORT

There was no Chairman's report.

E. COMMITTEE MEMBER COMMUNICATIONS

There were no Committee Member communications.

1. PUBLIC COMMENT

Public Comment:

Members of the Public in attendance were Christine Heinrichs, Debra Scott, Michael Thomas, Donn Howell, and Michael Calderwood. There was no public comment at this time.

A written comment was again submitted by Linda Prentiss requesting that Property Taxes be reduced by 50% for property owners who are unable to build on land they own.

2. CONSENT AGENDA

A. Consideration to Approve the December 1, 2022 Regular Meeting Minutes

Committee member Townsend moved to approve the meeting minutes.

Committee member Key seconded the motion.

Motion unanimously passed: Ayes – 5; Nays – 0; Absent - 0

3. REGULAR BUSINESS

A. Discussion Regarding the Policy Handbook Checklist

A lively discussion among all committee members took place with varied opinions and suggestions being voiced. Concern was expressed as to how to determine what Policies needed to be addressed. In addition, the question was posed as to whether the Committee was allowed by the Board of Directors to write Policy. Frustration was voiced as to the lack of freedom available to the Committee to discuss a Needs Assessment for a particular Policy. Public comment was voiced by Christine Heinrichs suggesting an adjustment be made in the Board Bylaws regarding this issue at the next CCSD Board meeting. Former Board member and Policy Committee Chair Donn Howell gave a presentation regarding the District Policy Handbook Checklist, the need to redefine the headings in the Checklist, and for improved clarification as to the status of individual Policies. The observation was made by Mr. Key that the Committee should determine and then address the Policies most pertinent to the current and future functioning of the District. He also said we should get feedback and clarity from the Board as to how the Board would want the Committee to assist them. Mr Heinrichs expressed his ongoing concern regarding the need for an Emergency Preparedness Policy, and Ms Harmon added that the Committee should revisit, determine and move forward with Policies that are in limbo. The decision was made to have a more extensive and detailed discussion of the District Policy Handbook Checklist at our January Committee meeting.

B. Discussion Regarding a Whistleblower Policy

Mr. Townsend began by stating that whistleblowers are already protected under the State Labor Code, therefore it was not critical for the District to have a Policy of this type. Ms. Harmon stated that a Whistleblower Policy was needed to allow for Staff to feel more secure when expressing their concerns as to conduct and decision making, they believed was detrimental to the wellbeing and functioning of the District. After much discussion of this topic Mr. Key recommended the Policy Committee submit the CSDA (California Special District Association) Whistleblower Policy #3142 for consideration of a Needs Assessment in this area by the CCSD Board of directors.

4. FUTURE AGENDA ITEMS

Chairperson Farmer asked for any future agenda items.

Mr. Townsend recommended the Committee consider the adoption of a Code of Ethics Policy into the District Policy Handbook or the Board Bylaws.

Ms. Harmon said the Committee should consider a Needs Assessment for a District Outdoor Lighting Policy, especially regarding saving the District money by lowering electricity costs.

In Public Comment, Mr. Howell remarked that the District Purchasing Policy was in serious need of revision, and that the Committee examine how changes could be implemented.

Mr. Calderwood stated he was puzzled as to whether the Policy Committee had ever been tasked with actually writing Policy. Ms. Harmon replied that the Committee had written Policy in the past and it had been accepted by the Board. Mr Calderwood also expressed concern as to what Bylaw changes were made in the past, and why, and that all efforts in this area are important for continuity and better decision making.

Finally, Vice Chair Heinrichs reminded all Committee members that they need to submit their application to remain on the Committee by January 12, 2023.

5. ADJOURN

Chairperson Farmer adjourned the meeting at 4:45 p.m.