

POLICY COMMITTEE

REGULAR MEETING

Thursday, February 23, 2023 - 3:00 PM

MINUTES

A. CALL TO ORDER

Chairperson Farmer called the meeting to order at 3:37 p.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee Members present: Chairperson Harry Farmer, Gordon Heinrichs, Claudia Harmon-Worthen, Donn Howell

Committee Members Absent: Ted Key, Jim Townsend

C. ELECTION OF OFFICERS

Motion: to appoint Gordon Heinrichs as Committee Vice Chair.

Motion by: Howell

Second by: Worthen

Motion Passed Ayes 3 Nays 0 Absent 2 Chair not voting

Ayes: Howell, Worthen, Heinrichs

Absent: Key, Townsend

Motion: to appoint Donn Howell as Committee Secretary.

Motion by: Worthen

Second by: Heinrichs

Motion Passed Ayes 3 Nays 0 Absent 2 Chair not voting

Ayes: Worthen, Heinrichs, Howell

Absent: Key, Townsend

D. AD HOC SUB-COMMITTEE REPORTS

There were no sub-committee reports.

E. CHAIRPERSON'S REPORT

Chair Farmer suggested that Committee members and others watching this meeting later should review the District's strategic plan that was revised during the special meeting of the Board of Directors on January 31, 2023. The revised plan can be found on pages 79-88 of the agenda packet for the 2/16/23 Board meeting.

F. COMMITTEE MEMBER COMMUNICATIONS

There were no committee member communications.

1. PUBLIC COMMENT

There was no verbal public comment.

Chair Farmer read aloud the written public comments submitted by Linda Prentiss, Lauren Younger, Holly Ludwigson, and Jeff Wilson. Their written comments can be viewed on the District's web site under the "Meetings" entry for this Policy Committee meeting of February 23, 2023

2. CONSENT AGENDA

A. Consideration to Approve the January 26, 2023 Regular Meeting Minutes

Chair Farmer postponed this item till the Policy Committee's regular meeting in March.

3. REGULAR BUSINESS

A. Discuss and Consider the Role of the Policy Committee as per Board Bylaw 1.7.3.

Motion: to approve recommending modifying paragraph 1.7.3 of the Board's Standing Committee Bylaws to read as follows:

1.7.3 The Policy Committee shall:

(a) Review current existing CCSD operational and governance policies. Recommend revisions for consistency with CCSD Bylaws and other existing policies.

(b) Identify policy areas not currently addressed in the CCSD Policy Handbook, using the CSDA Sample Handbook as a guide. Develop needs assessment and timeliness of need due to lack of policy. The Policy Committee Chair will present the needs assessment to the CCSD Board for approval.

If the Board accepts the Policy Committee's assessment of need for a policy, the CCSD Board will direct the Policy Committee to write the policy in consultation with the CCSD General Manager, appropriate CCSD Staff and the other

Amended & Approved on 4/27/2023

Standing Committees as appropriate. The written draft policy will be presented to the Board for discussion and consideration for adoption as CCSD Policy.

(c) Support other Standing Committees' policy needs.

Motion by: Heinrichs

Second by: Worthen

Motion Passed Ayes 3 Nays 0 Absent 2 Chair not voting

Ayes: Heinrichs, Worthen, Howell

Absent: Key, Townsend

Motion: to instruct the Committee chair to forward the Committee's recommendation regarding modifying paragraph 1.7.3 of the Board's Standing Committee bylaws to the CCSD Board of Directors' Ad Hoc Committee on Bylaw Modification.

Motion by: Farmer

Second by: Howell

Motion Passed Ayes 3 Nays 0 Absent 2 Chair not voting

Ayes: Howell, Heinrichs, Worthen

Absent: Key, Townsend

- B. Discuss and Consider Requesting a Needs Assessment From the CCSD Board of Directors to Review the District Purchasing Policy 2135

Motion: to form an Ad Hoc subcommittee (Howell and Key) to develop a needs assessment to review the Districts' Purchasing Policy 2135.

Motion by: Howell

Second by: Worthen

Motion Passed Ayes 3 Nays 0 Absent 2 Chair not voting

Ayes: Howell, Heinrichs, Worthen

Absent: Key, Townsend

- C. Discuss and Evaluate the CCSD Policy Handbook, and Especially Prioritize Items where there is "No Policy On Record"

Chair Farmer postponed this agenda item until the Policy Committee's regular April meeting.

- D. Discuss and Consider the Creation of an Ad Hoc Committee to Review the CCSD Policy Handbook

Chair Farmer postponed this agenda item until the Policy Committee's regular March meeting.

4. FUTURE AGENDA ITEMS

Member Heinrichs asked for a review of current plans for disaster evacuation for Cambria.

Member Howell suggested a review of the District's social media policy and how it is enforced – per written comment submitted today by Holly Ludwigson.

5. ADJOURN

Chairman Farmer adjourned the meeting at 5:19 p.m.