



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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ADMINISTRATION COMMITTEE AGENDA

August 21, 2019

11:00 am

Chair: Jane Baron; Vice-Chair: Terry Quinn
Staff: Bill Malinen, General Manager; Kristy McEwen, Secretary of the Board
Citizen Volunteers: Sharon Groen; Lisa Perez

1. **Approval of Agenda**
2. **Approve Minutes of the June 19, 2019 meeting.**
3. **Public Comments on Non-Agenda Items**

Members of the public may address the Committee on matters within its subject matter area not listed on this Agenda. The Committee cannot take action on any item that is not on the Agenda. The Committee or staff may briefly respond to statements made or questions posed, or may ask questions for clarification. These items may also be referred to staff or scheduled on a future Agenda. There will be a separate opportunity for public comment for each item on the Agenda.

4. **Information & Discussion Items:**
 - A. Personnel Policy Review & Recommendation
 - i. Review Section X
 - B. Special District Leadership Foundation Certifications
 - i. District of Distinction
 - ii. Special District Administrator
 - iii. Certificate of Transparency
 - C. Related Policy Review & Recommendation
 - i. Brown Act Compliance Policy
 - ii. Public Records Request Policy

5. **Committee Member Comments**
6. **Staff Comments**
7. **Adjournment:** The next regularly scheduled meeting of the Administration Committee is October 16, 2019.

Signed August 13, 2019

Kristy McEwen, Secretary of the Board