

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5073

APPROVED MINUTES

Summary of Board of Directors
Personnel Committee Meeting
Monday, May 18, 2015

1. CALL TO ORDER – ROLL CALL

Vice-Chairperson David Hudson called the meeting to order at 9:33 a.m.

Present: Personnel Committee (Committee) Chairperson Brad Wagenknecht; Vice-Chairperson David Hudson; and Directors David J. Canepa, Margaret Fujioka and Jim Spering.

Absent: Directors Scott Haggerty and Katie Rice.

Also Present: Board of Directors (Board) Chairperson Carole Groom.

2. PUBLIC COMMENT ON NON-AGENDA MATTERS: No requests received.

NOTED PRESENT: Board Chairperson Groom was noted present at 9:34 a.m.

3. APPROVAL OF THE MINUTES OF APRIL 20, 2015

Committee Comments: None.

Public Comments: No requests received.

Committee Action:

Vice-Chairperson Hudson made a motion, seconded by Director Canepa, to approve the minutes of April 20, 2015; and the motion carried by the following vote of the Committee:

AYES: Canepa, Fujioka, Groom, Hudson and Spering.
NOES: None.
ABSTAIN: None.
ABSENT: Haggerty, Rice and Wagenknecht.

4. STRATEGIC STAFFING UPDATE – MANAGEMENT RESTRUCTURING PLAN

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO), introduced Rex Sanders, Director of the Executive and Administrative Resources Division, who gave the staff presentation *Strategic Staffing Plan Update – Management Restructuring Plan*, including background; succession planning efforts; management restructuring plan; and next steps.

NOTED PRESENT: Committee Chairperson Wagenknecht was noted present at 9:43 a.m.

Committee Comments:

The Committee and staff discussed why these changes were mentioned in the context of the headquarters move; what is meant by and expected of employees relative to “hire from within when possible” on slide 7, *Next Steps*; what a comparison of organizational charts before and after the changes would look like; impetus for classification amendment for one Deputy APCO; organizational justification for transition from “supervisor” to “assistant manager;” importance of making all known changes as part of the collective update; the importance of communication between the agencies housed at 375 Beale Street; the internal training and management skills development options offered; clarification of the nature of “Recommended Management Classifications” on slide 5, *Management Restructuring Plan*, relative to salaries and pensions; and encouragement for building flexibility into the staffing plan.

Public Comments: No requests received.

Committee Action: None; receive and file.

CLOSED SESSION

The Committee adjourned to Closed Session at 9:55 a.m.

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Sections (GOV §§) 54957 and 54957.6)

Pursuant to GOV §§ 54957 and 54957.6, a need existed to meet in closed session to conduct a performance evaluation of the Executive Officer.

6. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV §§ 54957 and 54957.6)

Pursuant to GOV §§ 54957 and 54957.6, a need existed to meet in closed session to conduct a performance evaluation of the District Counsel.

OPEN SESSION

The Committee resumed Open Session at 10:53 a.m. with no reportable action.

7. COMMITTEE MEMBER COMMENTS / OTHER BUSINESS

Director Hudson suggested the installation of an electronic voting system with a public display at 375 Beale Street and that his fellow Board members recall the importance of supporting the Chair and Air District staff over political gain.

8. TIME AND PLACE OF NEXT COMMITTEE MEETING

Thursday, June 11, 2015, Bay Area Air Quality Management District Headquarters, 939 Ellis Street, San Francisco, California 94109 at 10:30 a.m.

9. ADJOURNMENT: The meeting adjourned at 10:56 a.m.

151 Sean Gallagher

Sean Gallagher
Clerk of the Boards