

NIPOMO COMMUNITY SERVICES DISTRICT

THURSDAY SEPTEMBER 20, 2012

9:00 A.M.

SPECIAL MEETING NOTICE & AGENDA PERSONNEL COMMITTEE

COMMITTEE MEMBERS

LARRY VIERHEILIG, CHAIRMAN
DAN A. GADDIS, MEMBER

PRINCIPAL STAFF

MICHAEL S. LEBRUN, GENERAL MANAGER
LISA BOGNUDA, ASST GM/FINANCE DIRECTOR
JON SEITZ, GENERAL COUNSEL

**MEETING LOCATION - District Board Room
148 S. Wilson Street, Nipomo, California**

1. **CALL TO ORDER, FLAG SALUTE AND ROLL CALL**

2. **CONSIDER UPDATES AND CHANGES TO PERSONNEL POLICIES AND PROCEDURES TO ESTABLISH A JOB DESCRIPTION AND SALARY RANGE FOR ASSISTANT ENGINEER**

ACTION RECOMMENDED: REVIEW PROPOSED JOB DESCRIPTION AND SALARY RANGE, PROVIDE STAFF DIRECTION, MAKE RECOMMENDATION TO BOARD OF DIRECTORS

3. **CONSIDER UPDATES AND CHANGES TO PERSONNEL POLICIES AND PROCEDURES TO REVISE THE JOB DESCRIPTION FOR UTILITY OPERATOR/WATER QUALITY TECHNICIAN INCLUDING REVISION OF THE SALARY RANGE FOR THE POSITION**

ACTION RECOMMENDED: REVIEW PROPOSED CHANGES TO JOB DESCRIPTION AND SALARY RANGE, PROVIDE STAFF DIRECTION, MAKE RECOMMENDATION TO BOARD OF DIRECTORS

4. **ADJOURN**