



**MT. VIEW SANITARY DISTRICT
PERSONNEL COMMITTEE MEETING
AGENDA**

October 7, 2020 10:00 AM Pacific Time (US and Canada)

Due to the ongoing health crisis, the Mt. View Sanitary District will hold its Board Meetings on line until further notice.

**You may attend this virtual meeting via a Zoom meeting by calling
(253) 215-8782 or (929) 205-6099**

You may register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZEldOmorTltGNKhtMchdQGFjbsSnhbXiTW>

After registering, you will receive a confirmation email containing information about joining the meeting.

NOTICE: Members of the public may address the Committee Members on any item of interest that is within the subject matter jurisdiction of the Committee. Individuals who wish to speak should furnish their name and address to the secretary and the agenda item number. Individuals will be heard during the Committee's consideration of the item. If the item is not listed on the agenda, the individual should describe the subject matter to the secretary, and it will be called under agenda item "Public Comment." Time limit is three (3) minutes subject to reasonable modification by the Committee. If you have a physical impairment that requires special accommodations to participate, please call the Board Secretary's office at least 24 hours in advance of the meeting at 925-228-5635.

Any writings or documents provided to the Committee after distribution of the agenda packet regarding any item on the Agenda will be made available for public inspection in the Mt. View Sanitary District Office at 3800 Arthur Road during normal business hours.

1. CALL TO ORDER

2. PUBLIC COMMENT

3. NEW BUSINESS
 - A. ASSOCIATE ENGINEER – JOB CLASSIFICATION DESCRIPTION AND RECOMMENDED SALARY RANGE
 1. RECEIVE REPORT FROM STAFF

2. CONSIDER APPROVAL OF ASSOCIATE ENGINEER JOB DESCRIPTION POLICY AND PROCEDURE _____, REVISED ORGANIZATIONAL CHART, AND AUTHORIZATION OF THE ASSOCIATE ENGINEER POSITION.
CONSIDER ADOPTION OF THE REVISED POLICY AND PROCEDURE 2305 SALARY SCHEDULE.

B. PROPOSED REVISIONS TO 2040 - SICK LEAVE POLICY

1. RECEIVE REPORT FROM STAFF
2. PROVIDE DIRECTION TO THE DISTRICT MANAGER

4. ADJOURNMENT – THE NEXT SCHEDULED BOARD MEETING IS A REGULAR MEETING ON OCTOBER 8, 2020 AT 6:30 P.M.