

SANTA YNEZ COMMUNITY SERVICES DISTRICT
MEMORANDUM

TO: Board of Directors

FROM: Board of Directors, Board President

DATE: January 18, 2023

SUBJECT: CLOSED SESSION: Public Employee Performance Evaluation – General Manager

Recommendation / Proposed Motion

- Recommendation: The board review and follow the procedures outlined below and that the District's representative to the employee be President Jones or Director Van Pelt from the Personnel Committee.

Policy Implications

Conference with Labor Negotiator (director/representative) according to Government Code section §54957.6

§54957.6 (a) Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions with the local agency's designated representatives regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation.

Fiscal Implications

None determined at this time

Alternatives Considered

None

Discussion

The Board can discuss the general manager's performance review and at future discussions if necessary.

Procedures for January Meeting

1. Meet with the Personnel Committee before the Board Meeting if necessary.
2. During Open Sessions at a Regular Meeting
 - a. As mentioned above, the Board of Directors should consider identifying a designated board member.
 - b. Specify the position and title of the employee under consideration as follows
General Manager, Loch Dreizler, before the closed session.
3. During a Closed Session
 - a. While the Board meets in a closed session with the designated board member to discuss the performance review and any additional compensation - the employee could be excluded from the closed session.

- b. When the Board is done meeting in a closed session, the designated board member could meet with the employee without the entire Board to see if there is agreement.
 - c. All parties can meet before the open session when the negotiations are complete.
 - d. **The closed sessions shall not include final action on the proposed compensation – to be announced out of closed session.**
4. Actions out of Closed Session – in Open Session (§ 54957.1)
- a. Personnel Actions – Identify the title and the employee's name
 - b. In a motion out of Closed Session and in Open Session
 - i. Report on the agreement if other than salary change (like benefits) and
 - ii. Identify the amount of the item approved (e.g., salary via hourly increase)
 - iii. Identify the District's Board member representing the employee
 - iv. Roll call vote to approve the final agreement
 - v. Action by the Board shall be memorialized in the minutes, including how each Board member voted