



AMADOR TUOLUMNE COMMUNITY ACTION AGENCY
INTERNAL AFFAIRS COMMITTEE MEETING

MINUTES

June 2, 2017 | 11:30 a.m.

Telephone conference between

ATCAA Sonora Service Center, 427 N. State Hwy 49, 3rd Floor Conference Room, Sonora CA 95370,
ATCAA Jackson Service Center, 935 S. Hwy 49, Executive Director's Office, Jackson, CA. 95362,

- 1) **CALL TO ORDER:** *The meeting was called to order by Committee Chair person Lloyd Schneider at 11:30am.*
- 2) **ROLL CALL:** *Members present: Jill Gillmore, Lloyd Schneider, Connie Williams, Karl Rodefer, Randy Hanvelt, Dana Reel. Others present: Rajeev Rambob, Executive Director, Kristy Moore, Recording Clerk. Members absent: Lynn Morgan.*
- 3) **APPROVAL OF AGENDA:** Approval of agenda for this date, any and all off-agenda items must be approved by the Board (pursuant to Government Code 54954.2) *Williams moved and Hanvelt seconded the approval of the agenda. MPU.*
- 4) Revision of policy to enable consistent implementation of board approved wage comp adoptions per section 4.12. of the Personnel Policies.

Rodefer moved and Williams seconded recommending the board approve and adopt the policy changes as presented in sections 4.12.1 and 4.12.2. MPU

Rodefer moved and Schneider seconded withholding recommendation to the board to adopt personnel policy changes as presented in sections 4.12.3 and 4.12.4 (referring to merit increases) to the board until further review and noting that section 4.12.4 should be edited to show verbiage as a continuation of the 4.12.3 section. MPU
- 5) Develop six month evaluation tool for Executive Director

Chairperson Lloyd Schneider appointed an ad hoc committee to further develop the Executive Director's six month evaluation tool. Ad hoc committee members are: Lloyd Schneider, Karl Rodefer and Connie Williams.

Ad hoc committee will meet: June 9th, 9:00am, Jackson Service Center Conference Room
- 6) **ITEMS FOR FUTURE AGENDAS:**
- 7) **ADJOURNMENT:** *Meeting was adjourned at 12:31pm.*