



# NOTICE OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

Wednesday, February 14, 2018 at 10:30 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

## MINUTES

1. 10:30 Convene Meeting/Roll Call

### Roll Call.

**Present:** Chair Bruce, Dir. Baughman, B. Fultz.

**Staff:** Dist. Mgr. Lee, Dir. Of Operations Rogers, Dist. Sec. Hossack

2. Oral Communications: None

3. Old Business: None

4. New Business:

### A. STAFFING NEEDS

DM Lee introduced this item.

Discussion by the Committee regarding the need for additional staffing.

### B. INCREASE CIVIC ENGAGEMENT

Chair Bruce introduced this item.

Discussion by the Committee regarding how the District can increase engagement with the public and what we are currently doing.

### C. LEGISLATIVE UPDATE

Discussion by the Committee regarding a review of pertinent legislation currently being discussed.

5. Future Agenda Items

- In-house Pipeline Construction Crew
- Public Outreach RFP March 14 Admin Comm
- Legislative Update March 14 Admin Comm
- Staffing Needs Update March 14 Admin Comm
- Communications Update March 14 Admin Comm

6. 12:06 Adjournment