



# MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

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

## MINUTES

1. Convene Meeting

### Roll Call.

**Present:** Chair M. Bruce, C. Baughman, B. Fultz

**Staff:** District Manager B. Lee, Dist. Sec. H. Hossack, Customer Serv. C. Sladwick

2. Oral Communications  
L. Henry addressed the Committee.

3. Old Business: None

4. New Business:

### A. COMMUNICATIONS REQUEST FOR PROPOSAL

Dist. Mgr. Lee introduced this item.

Discussion by the Committee regarding a Communications RFP.

- Staff will develop a list of possible candidates

L. Henry, L. Farris addressed the Committee.

Discussion by the Committee continued.

- Staff will send the RFP out.
- Staff will develop evaluation questions and process.

### B. LEGISLATIVE UPDATE

Dir. Bruce introduced this item.

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

### C. COMMUNICATIONS UPDATE

Discussion by the Committee regarding a review of communications.

5. Future Agenda Items:
  - Policies (May or June)

6. 12:21 Adjournment