



# MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community  
Relations/Communications

Wednesday, July 11, 2018 at 10:30 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

## MINUTES

1. 10:38 Convene Meeting  
Roll Call: M. Bruce, B. Fultz present; C. Baughman excused  
Staff: B. Lee-District Manager, H. Hossack-District Secretary
2. Oral Communications  
D. Loewen, L. Henry and E. Frech addressed the Committee.
3. New Business:
  - A. PUBLICATION OUTREACH QUALIFICATIONS- DANE PETERSEN  
DM Lee introduced this item.  
D. Petersen addressed the Committee.  
Discussion by the Committee and staff regarding the of Publication Outreach qualifications-presentation by Dane Petersen.  
E. Frech and B. Holloway addressed the Committee.

Recess at 11:37  
Reconvene 11:40

  - B. DRAFT OF BOARD POLICY MANUAL  
Dir. Bruce introduced this item.  
Discussion by the Committee and staff regarding the Draft Board Policy Manual.  
D. Loewen, B. Holloway and Ed Frech addressed the Committee.
4. Old Business:
  - A. LEGISLATIVE UPDATE  
Discussion by the Committee regarding a review of pertinent legislation currently being discussed.
  - B. COMMUNICATIONS UPDATE  
Discussion by the Committee regarding a review of communications.

5. Future agenda items:  
Board Policy Manual  
Publication Outreach Qualifications Presentation
6. 12:07 Adjournment