



MINUTES OF ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community
Relations/Communications

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

MINUTES

1. Convene Meeting 10:30
Roll Call
Present: Dir. Bruce, Dir. Baughman, B. Fultz
Staff: S. Hill-Finance and Business Services, J. Michelsen-Environmental Programs Manager, H. Hossack-Dist. Sec.
2. Oral Communications:
B. Fultz addressed the Committee.
3. New Business:
 - A. BI-MONTHLY BOARD OF DIRECTORS MEETING
Dir. Bruce and Dist. Sec. Hossack introduced this item.
Discussion by the Committee and staff regarding bi-monthly BoD meeting.
D. Loewen-Lompico and E. Frech-Lompico addressed the Committee.
Discussion by the Committee and staff.
E. Frech addressed the Committee again.
Discussion by the Committee.
 - C. SOCIAL MEDIA POLICY
Dir. Bruce introduced this item.
Discussion by the Committee and staff regarding a Social Media Policy.
 - D. BY-DISTRICT ELECTIONS
Dir. Bruce introduced this item.
Discussion by the Committee and staff regarding By-District Elections
D. Loewen addressed the Committee.
Discussion by the Committee.
 - B. DISTRICT WEBSITE REQUEST FOR PROPOSAL
S. Hill introduced this item.
Discussion by the Committee and staff regarding RFP for the District Website.
D. Loewen addressed the Committee.
Discussion by the Committee.

4. Old Business:
 - A. PROPOSITION 218 - POLICIES AND PROCEDURES
 - G. Nicholls-District Counsel introduced this item.
 - Discussion by the Committee and staff regarding Prop 218 Policy.
 - D. Loewen addressed the Committee.
 - Discussion by the Committee.
 - E. Frech addressed the Committee.
 - Discussion by the Committee and staff.
 - Dir. Bruce excused herself.

Discussion by the Committee.
 - B. LEGISLATIVE UPDATE
 - S. Hill introduced this item.
 - Discussion by the Committee and staff regarding a review of pertinent legislation currently being discussed.
 - D. Loewen addressed the Committee.
 - Discussion by the Committee.
 - C. COMMUNICATIONS UPDATE
 - B. Fultz introduced this item.
 - Discussion by the Committee and staff regarding a review of communications.
 - D. Loewen and E. Frech addressed the Committee.
 - Discussion by the Committee.
5. Future Agenda Items:
 - Document Retention Policy
 - Life Line Rates
 - Role of the Admin Committee
6. Adjournment 12:38