

Meeting Minutes for 6/8/17

A Special Meeting (Closed Session) of the Board of Directors of the Kensington Police Protection and Community Services District was held Thursday, June 8, 2017, at 6:00 P.M., at the Community Center, 59 Arlington Ave., Kensington, California. A Regular Meeting (Open Session) followed.

ATTENDEES

<u>Elected Members</u>	<u>Speakers/Presenters</u>
Rachelle Sherris-Watt, President	Ann Danforth, District's Legal Counsel
Eileen Nottoli, Vice President	Anthony Constantouros
Len Welsh, Director	Simon Brafman
Vanessa Cordova, Director (by phone)	Paul Dorroh
Sylvia Hacaj, Director (by phone)	Karl Kruger
<u>Staff Members</u>	Jim Watt
Rickey Hull, IGM/COP	Linda Lipscomb
Lynn Wolter, District Administrator	David Spath
<u>Press</u>	
Linnea Due	

President Sherris-Watt called the meeting to order at 6:04 P.M. President Sherris-Watt, Vice President Nottoli, Director Welsh, IGM/COP Hull, and District Administrator Wolter were present. President Sherris-Watt announced that Director Cordova would be joining the Open Session, by phone, from Via Ghibellina 42, Florence, Italy and that Director Hacaj would be joining the Open Session, by phone, from 2A Skolkou 276, 273 41 Chvrcovice, Czech Republic.

CLOSED SESSION PUBLIC COMMENTS

None.

The Board entered into Closed Session at 6:05 P.M.

CLOSED SESSION

- a. Conference with legal counsel – anticipated litigation: The Board was briefed on matters involving significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of California Government Code Section 54956.9 (one potential case).
- b. Public Employee, employment, discipline, or dismissal: The Board was briefed on personnel matters pursuant to Government Code Section 54957(b)(1). Two items.
- c. Public Employee Employment: Title General Manager or Interim General Manager. The Board discussed matters with Bob Deis pursuant to Government Code Section 54957.

The Board returned to Open Session at 7:22 P.M.

President Sherris-Watt took roll call. She, Vice President Nottoli, and Director Welsh were present. Director Hacaj participated by phone from 2A Skolkou 276, 273 41 Cuvcovice, Czech Republic and Director Cordova participated by phone from Via Ghibellina 42, Florence, Italy.

President Sherris-Watt announced there was nothing to report from the Closed Session.

PUBLIC COMMENTS

Simon Brafman said the architects, who were doing the drawings for the Community Center remodeling, had made a presentation at a KCC meeting. He said he wanted to make sure the architects realized that one of the key things had to be that the new building would need to be eco-friendly. He cited the HVAC systems, how the water would be heated, kitchen appliances, and the addition of solar panels. He noted that at least one of the fire stations in El Cerrito had solar panels.

Linda Lipscomb acknowledged that the Board was continuing in its efforts with regards to its Public Safety Building lease with the “allegedly separate” Fire District. She said she viewed Kensington as one community and that the KPPCSD should continue to ask for the \$1.00 per year rent. She said the same taxpayer was on both sides of the transaction.

A. Stevens Delk said she’d moved to Kensington in 1966 and soon thereafter had had her first encounters with the Kensington police. She proceeded to read a poem about vetting, in support for IGM/COP Hull. A copy of this can be found in the 6/22/17 Board Packet, under correspondence.

Jim Watt said the Board needed to address these issues:

- Budget – He was surprised the Budget had not been included in the evening’s packet. He noted that the Policy and Procedures Manual stated that “the proposed annual budget, as reviewed and amended by the Finance Committee shall be reviewed by the Board at its Regular Meeting in May and thereafter adopt it at its Regular Meeting in June.” He said this would call for two hearings on the budget by the Board, once the Finance Committee had approved it. Therefore, he assumed there needed to be two readings, in June, before the budget was approved.
- Failure of the Board to take a more active role in the plans by the Fire District to upgrade the existing Public Safety Building. He cited the article that had appeared in the June Outlook, which had announced that the Fire District had scheduled a community meeting to discuss its plan for the replacement of the building. The KPPCSD would be expected to contribute one-third of the cost of the upgrade: Thus, he thought the plan for the upgrade would be of concern. Many aspects of the proposed project required the input of the KPPCSD Board as part of the Fire District’s planning. He encouraged the Board to discuss this at its June 22nd meeting in order to provide input to the Fire Board on June 24th.
- Obtain information about the relocation of the police department during the reconstruction of the Public Safety Building. He recommended that a committee of volunteer citizens undertake an analysis.
- Investigating the cost contracting out police services. Signs were sprouting up all over Kensington about keeping the police department independent. Since nobody knew the cost benefits of contracting out it, was premature to take a stand, one way or the other.

Karl Kruger said he was pleased to see three Directors present but was disappointed not to see the financial statements in the Board Packet.

Celia Concus said she was speaking on behalf of Mabry Benson, who was traveling abroad. Ms. Benson’s comment: “It’s June and there is no budget in the packet.”

Ms. Concus said that she'd attended the last Finance Committee meeting, at which a preliminary budget had been discussed that contained funding to hire an additional police officer. She recommended not hiring another officer and noted that, for many years, the District had been without at least two officers: One officer had been working with WestNet on a part-time or full-time basis and one officer had spent many months working at a state group to develop his computer skills. She noted that both these officers had been Sergeants but, while performing these tasks, had not been in Kensington serving as officers. She also noted that the crime statistics had not increased during that time. She said that funding was needed to improve the Community Center.

Linda Lipscomb said that, in his audit of the police department, Brown Taylor had studied matters of staffing and noted that this document was on the District's website. She said there would be input from IGM/COP Hull and from the new GM and suggested that citizen input regarding staffing was the wrong place to look for guidance.

In response, Ms. Concus said that Brown Taylor had reported that the officers had had a great deal of discretionary time – perhaps, 70% of their time.

David Spath said he, too, had attended the Finance Committee meeting. He urged the Board to engage the new GM and task him with a review of the police department, what its needs were, what kind of structure was required, take the Brown Taylor report into account – he noted that the 70% was probably a misreading of the report's conclusion, and then come back to the Board at a later date with his recommendation about whether to maintain the existing structure or whether to change it. He added that the Board could hold the position vacant for a period of time and noted that IGM/COP Hull had said he didn't intend to fill the position right away. He said it was imprudent to assume that, because officers had been out on disability, the District could get away with fewer officers. He said he also suggested looking at some other communities, such as Ross and Belvedere, two demographically similar communities that Jim Watt had used in an earlier report for similar purposes. He noted that these communities had over three officers per thousand in population. He also suggested looking at Hillsborough, where the new GM had served as GM: It had 2.5 officers per thousand in population. He said that Hillsboro's, Ross's, and Belvedere's crime rates were lower than Kensington's and that this could lead one to conclude that Kensington might need more officers. He noted that El Cerrito and Albany had higher crime rates and fewer officers per thousand in population; so one could conclude that these cities didn't have enough officers. He concluded by saying the GM should take a look at things and return with a recommendation.

BOARD COMMENTS

Vice President Nottoli reported that there would be a Solid Waste Committee meeting the following day and that the Committee would discuss whether to place additional receptacles in the Colusa Circle area and the new state mandate to increase diversion rates with organic material.

Director Welsh thanked Jim Watt and Linda Lipscomb for their comments. With respect Mr. Watt's comments, he agreed that the Board needed to participate more in the decisions to be made about the Public Safety Building's needed upgrade or replacement. He noted that the Fire Board's preferred plan would cost about \$10 million and added that the Fire Board's June 24th meeting would be critical in informing the KPPCSD. He said he would be resistant to anything other than an upgrade to the existing building, unless it could be justified, because the other options were too expensive. With respect to Ms. Lipscomb's comment, he agreed that the KPPCSD shouldn't be charged rent for the Public Safety Building because he believed the two Districts should get together, in the interest of the taxpayers they represent, and figure out how to pay to upgrade the Community Center and the Public Safety Building in a way that resulted in the least budgetary impact **on the community as a whole.**

President Sherris-Watt reported that the Kensington Property Owners' Association's annual meeting would be held the upcoming Saturday morning and that Vice President Nottoli would attend. She also

reported that the Parks Committee would meet on the third Wednesday of the month and that the Finance Committee would meet on the fourth Wednesday.

STAFF COMMENTS

None.

CONSENT CALENDAR

A. Stevens Delk asked to pull Item e, Transaction Detail for Bay View Franchise Fee. She thanked staff for including this information in the Board Packet. She asked about the first two lines that showed \$4,200 coming in from Bay View and went out to a KPPCSD fund account. She asked what this was. District Administrator Wolter responded that this was a year-end adjustment that had been made by the District's CPA Deborah Russell.

MOTION: President Sherris-Watt moved, and Director Welsh seconded, to adopt the Consent Calendar.

Motion passed: 5 – 0.

AYES: Sherris-Watt, Nottoli, Welsh, Cordova, Hacaaj NOES: ABSENT:

OLD BUSINESS

7. The Board was updated on matters concerning dispatch by IGM/COP Hull.

IGM/COP Hull reported that Albany had approved the agreement and that the KPPCSD was moving quickly to install the infrastructure needed to support dispatch and the records management system. He said he was hoping to have this completed by June 28th but, if not done by then, he expected it to be completed within a few weeks after that date. He added that, even if the fiber optic cable installation was not timely completed, the transition to Albany could still be done, as long as the radios and phones were connected. He said the software for the computer and dispatch-related things could be done via the mobile data terminals in the vehicles because these would be connected via cellular. The computers inside the police department would be connected once the fiber optic cable project was completed. Thus, he said the District likely would not have to pay extra money to the City of Richmond for service after July 1st, which was when that contract would end.

Vice President Nottoli said she wanted to commend IGM/COP Hull for his work on the dispatch project, which had involved many details. She said people had no idea how complex it was to enable people to call 9-1-1.

NEW BUSINESS

8. The Board reviewed and considered the approval of the appointment of Anthony Constantouros to the position of KPPCSD General Manager under the terms and conditions outlined in the "General Manger Employment Agreement." This contract extends from June 12, 2017 until June 11, 2020.

President Sherris-Watt said this was an important step in bringing the District closer to its professional and procedural potential. She noted that, by hiring a GM with the professional and educational expertise, would allow the COP to concentrate on all aspects of public safety. She said the Board had begun this discussion when she and Director Cordova had outlined, in May of 2015, a document that

had discussed the potential of splitting the GM/COP position. She noted that the Ad Hoc Committee had been formed later that year, had explored this issue, and in January the current Board had begun consulting with a representative from the Public Law Group, Bob Deis, who had guided the Board through the procedure. She said Mr. Deis had helped the Board assess its needs, prepare an employment announcement, and recruit candidates. She added that Mr. Deis had provided the Board with a wonderful group of candidates and that the Board had been delighted to meet Mr. Constantouros, who had a unique skillset to guide Kensington forward.

Director Welsh said he was thrilled that the Board had hired Mr. Constantouros, that this was long overdue, and that Mr. Constantouros would hit the ground running on Monday morning. He welcomed Mr. Constantouros and added that he didn't think the Board could have found a more qualified candidate anywhere. He said there had been complete consensus among the Board members that Mr. Constantouros was the best choice and thanked him for being willing to work with the Board.

Vice President Nottoli seconded President Sherris-Watt's and Director Welsh's comments and wondered how the District had managed without a GM with the attendant skillset and education. She said it had been impressive to look at the accomplishments of all the GM candidates the Board had interviewed and concluded by saying she was happy Mr. Constantouros was present at the meeting.

Director Cordova welcomed Mr. Constantouros. She said that, when she and President Sherris-Watt had first contemplated creating the position three years earlier, she could not have dreamed of a better candidate. She also acknowledged Mr. Deis's work and his having found an impressive coterie of candidates from which to choose. She said she appreciated Mr. Constantouros' candor, welcomed him, and thanked him for accepting the position.

Director Hacaj said that, during the fall, she'd spoken to several hundred Kensington residents when she'd campaigned and that one of the top priorities had been to separate the GM/COP position. She said that difficulties that had, at times, roiled the town over the prior eight to ten years had stemmed from the conflict of interest inherent in these positions having been held by one person, especially when the skillset for each position was different. She noted that the foundation of good governance was structure, policy and process and that this shouldn't rely on finding the "right person." She said she supported appointing Mr. Constantouros at the GM: As a former city manager, he had years of providing civilian oversight of police departments, financing and overseeing capital improvement projects, soliciting community input, communicating with residents, and improving the efficiency and quality of service. She noted he had high standards and was steadfast; qualities that would positively impact KPPCSD operations. She concluded by saying she was pleased to have fulfilled her campaign promise to separate the GM/COP position and to create the District's first independent GM.

Jim Watt welcomed Mr. Constantouros and said he was glad about the separation of the GM/COP position. He said he'd looked at Mr. Constantouros's past history by looking at Hillsborough's website. He noted that Hillsborough had 11,000 residents, who were very wealthy, and that, with twice Kensington's population, Hillsborough maintained a police force of about 26 sworn officers and 10 in support staff. He said that Hillsborough's total police payroll was about three times that of Kensington's, and that, according to CALPERS data, Hillsborough's average police officer payroll was \$137,000; whereas Kensington's average police officer payroll was \$103,000. He said that CALPERS data also showed that Hillsborough would have to contribute \$1,254,000 in fiscal year 2017-18 to meet its pension obligation and that Kensington would have to contribute \$467,000 for the same fiscal year. He said that Hillsborough had reported its rapidly rising CALPERS costs as one of its biggest challenges in the years ahead. He said the result of this "bloated police department" was that Hillsborough unfunded pension liability was \$10.1 million, whereas Kensington's was \$3.1 million. He said that Hillsborough had a low violent and property crime rate, as did Kensington, but that Kensington spent one-third less on its police protection. He said he hoped the new GM would adjust his thinking to the type of police department Kensington needed and could afford. With respect to the GM contract, he said that, by hiring a GM at a cost of \$100,000, the community should expect the GM to provide cost-saving measures to offset his salary but that there was no indication in the contract that this would be an expectation. Rather, he said the contract indicated the GM's duties were consistent with government

codes and District policy. He cited that the GM would be responsible for implementing the Board's goals and objectives and said he wanted to know what those were and he pointed to the Board's policy 2025 that outlined the process for the Board to conduct a performance review and for the Board and GM, jointly, to set the District's goals and objectives for the following year. He said that the District had never followed this process and that he hoped the Board would have these goals and objectives in time for its June 22nd meeting. He said that the Policy and Procedure Manual also included a performance review document that should be completed. He said that he hoped the contract would include the job description the Board had previously developed for the GM position and that he would expand that description to include that the GM would be responsible for implementing the goals and objectives, as set by the Board and the GM. He handed out a document that showed his recommended changes.

Linda Lipscomb said Mr. Watt was wrong in having said the process hadn't been followed. She said that, during the time she'd been on the Board, the Board had timely met to discuss the performance of the GM/COP and that a subcommittee had gone through all the goals and objectives, gathered information from the other Directors, and met to discuss what actions should be taken and what increases ought to have been given, or not, based on the performance. She reiterated it was not true that the process had not been followed.

Celia Concus welcomed Mr. Constantouros and said she was happy he was present. She said that Mabry Benson had written also about the GM agreement:

- Section 6d – In the event the GM should become disabled. Would the District need to be covered by workers' compensation?
- Section 7b – She hoped the Board would evaluate at six months and at one year. She suggested that, in the first year, an evaluation or review be done at four, eight, and twelve months.
- Section that deals with the GM computer. She insisted that the computer be used for District business alone and that there be security requirements regarding the use of the documents it might contain.

Paul Dorroh welcomed Mr. Constantouros and said the community had high hopes for his tenure as GM. He praised the Board for having done a really good job in recruiting and securing the new GM. He said it had been a long time coming and hadn't always been easy.

President Sherris-Watt responded that the District would require workers' compensation, and legal counsel, Ms. Danforth interjected that Mr. Constantouros was an employee and so would be covered.

President Sherris-Watt said that, in terms of putting directions into the contract, it wasn't in the interest of the Board... the contract was a binding agreement for a relationship with Mr. Constantouros, from this date until 2020. Thus, she said putting specific duties into the contract could bind a future Board. She noted that, just as the community was willing to give advice to Mr. Constantouros, so too was the Board. She said the process had been a pleasure because the Board had had such wonderful working relationship, had enjoyed working with Mr. Deis, and had enjoyed interviewing Mr. Constantouros. She noted that Mr. Constantouros' outstanding quality was his composure and temperament in working with a variety of elected officials, community members and staff – prioritizing the needs of not one but of the community.

Vice President Nottoli noted a "typo" on page 48: The last line of Item B – the word "and" was missing between the clause "after the first six months" and "once a year thereafter."

Director Welsh addressed the amount of detail included in the contract: If this was going to be a successful relationship, most of what would happen would be through communication between the Board and Mr. Constantouros, as well as between Mr. Constantouros and the public. He added that the contract would serve as a basic blueprint. He said that, if everything had to be spelled out in the contract, there was something wrong with the relationship: Thus, he supported the contract, as written.

MOTION: President Sherris-Watt moved, and Director Welsh seconded, to approve the contract for the Kensington Police Protection and Community Services District General Manager employment agreement, with the friendly amendment to add the word “and.”
Motion passed: 5 – 0.

AYES: Sherris-Watt, Nottoli, Welsh, Cordova, Hacaj NOES: ABSENT:

President Sherris-Watt reported that, by a vote of five to zero, the Board had elected Kensington’s first General Manager and invited Mr. Constantouros to comment.

Tony Constantouros said he’d had time to meet some members of the community before the meeting. He shared that he was a firm believer in local government because it’s efficient and that he had nearly 40 years of experience with it, having worked in four Bay Area cities. He said that Hillsborough had been his favorite and that he hadn’t expected to find another community that interested him until he’d come to Kensington. He said that Kensington shared the same high expectations and that he welcomed feedback, both positive and negative. He said he believed in continuous improvement – there were always ideas to make things better – and in community participation. He said that his role was to find the community’s needs, guide them, and get them done and to ensure the budget was balanced. He said that the citizens in Hillsborough had approved taxing themselves to fund the police department they wanted and that this tax had passed by 80%. He said he would do what Kensington wanted. He said his family had wanted to attend the meeting but only his son had been able to do so, and he introduced him. He concluded by saying, “Thank you.”

9. The Board reviewed and considered the approval of the appointment of Rickey Hull to Interim Chief of Police for the Kensington Police Department under the terms and conditions outlined in the “Second Amendment to the Interim General Manger and Chief of Police Employment Agreement.”

President Sherris-Watt reported that the contract would run from July 1 through December 31, 2017. She reported that IGM/COP Hull had first been appointed by the Board in December 2016 and that, since that time, he’d guided the District through the research and implementation of the new dispatch contract, developed positive relationships with surrounding public safety agencies’ leadership, and worked with the five directors. She reported that he’d also begun the process of updating the District’s website and said his enthusiasm to tackle any task, willingness to listen, and make improvements made him a positive force in the community.

Vice President said she was happy to have worked with IGM/COP Hull no longer to have that title anymore. She said she was surprised to find out that IGM/COP Hull was an Air Force veteran: She thought he was a Marine because there was no job he couldn’t do. She said she appreciated his service in the combined position because it had been a challenge with all the Board had “thrown” at him. She said he hadn’t dropped a single ball and thanked him. She concluded by saying she looked forward to working with him as ICOP.

Director Hacaj seconded Vice President Nottoli’s comments and added that she appreciated IGM/COP Hull’s willingness to meet and discuss things quickly. She said she had developed a great working relationship with him.

Director Welsh said he, too, wanted to thank IGM/COP Hull for his wonderful service and said he was glad IGM/COP Hull would be staying on in this interim role. Director Welsh added that IGM/COP Hull, the police officers, and staff had been under a lot of pressure for the prior several months, for a lot of reasons. He noted that IGM/COP Hull had held up well and gotten important things past the goal line. He concluded by saying he appreciated IGM/COP Hull’s flexibility and his ability to get things done.

Linda Lipscomb asked why the COP position was still “interim.” She noted that the Board had split the position and hired a GM. President Sherris-Watt responded that this had been a recommendation of Mr. Holtzman of Public Law Group and added that, because the appointment was of such short duration, the Board was keeping the “interim” title. Director Welsh said his take was that this was the kind of decision a GM would normally make; thus, he said the COP position should remain “interim.” He said the GM should take stock of IGM/COP Hull’s qualifications and of the needs of the community. He added that the GM might want to conduct a broader search, in which IGM/COP Hull could participate, or he might want to keep things the way they were.

Simon Brafman said there had been a change in the tone and tenor of the meetings and thanked the Board and IGM/COP Hull for this.

David Spath said that, although he hadn’t supported IGM/COP Hull for the combined position, he’d been impressed by what he’d done, especially with the dispatch project, which had saved the District a considerable amount of money. He noted that he’d attended the Fire District’s meeting the other night and had learned that their dispatch costs would be higher than KPPCSD’s because it was going through El Cerrito Fire. Dr. Spath said that he looked forward to the GM looking at the overall police force and that he supported the Board’s action.

Director Welsh said some work needed to be done in Exhibit A of the contract: It included both GM and COP duties. With the understanding this needed to be worked on, he said he was ready to vote on this item.

MOTION: Director Welsh moved, and Vice President Nottoli seconded, to adopt the Second Amendment to the Interim General Manager and Chief of Police Agreement.
Motion passed: 5 – 0.

AYES: Sherris-Watt, Nottoli, Welsh, Cordova, Hacaj NOES: ABSENT:

President Sherris-Watt welcomed ICOP Hull aboard for a longer term.

MOTION: President Sherris-Watt moved to adjourn for refreshments at 8:28 P.M.

At 8:59 P.M. the Board resumed its meeting.

10. The Board reviewed Resolution 2017-14, policy covering “Employee Accrual and Use of Paid Sick Leave for Employees not covered by a Collective Bargaining Agreement.” First reading.

President Sherris-Watt reported that this was about codifying policies and procedures that had not been in place and that this process would begin with a sick leave policy for the District’s non-sworn staff. She reported that this presentation had been reviewed and written by legal counsel, Ann Danforth, in accordance with the Healthy Workplace Healthy Families Act of 2014.

Director Welsh said this was the first reading; thus, by the time the Board got to the second reading, the District’s new GM would have had a chance to look at it. Director Welsh asked that the Board get Mr. Constantouros’ advice on how move on this item before making any decisions. He said that a phrase needed to be defined: “make-up” work, in section 2030.50 of the proposed policy, and that perhaps the District’s new GM could assist with this.

Mr. Constantouros offered a suggestion: This had been reviewed by counsel and was a first reading; therefore, the Board could approve it and then amend it at a later time. Director Welsh asked if approval should occur only at the second reading. Mr. Constantouros responded that the Board could approve it at both the first and second reading. Director Welsh said that the policy might result in a net

reduction of the benefit and that he wanted to get Mr. Constantouros' thoughts on this before the Board took action. Mr. Constantouros responded that he hadn't realized this.

President Sherris-Watt said that, to clarify, this policy would not go into effect until January 1, 2018. Director Welsh responded this meant the Board had time.

David Spath said the accrued sick leave would terminate after each year. He asked if there was any consideration of allowing a certain carryover, not to exceed a certain amount. He said three days seemed short. Director Welsh responded that there could be and that he didn't know what the current policy was. President Sherris-Watt said the current policy was the accrual one hour of sick leave for every 30 hours worked. She said the consideration of the 24-hours would apply only to the non-sworn staff, all of whom were part-time employees. Thus, she said that an employee working four hours per day would get six days of sick leave per year and an employee working six hours per day would get four days per year, under the 24 hours proposal. She also said that the Healthy Workplaces Healthy Families Act allowed either frontloading sick time on January 1st or accruing one hour for every 30 hours and then allowing for carryover. She said that, if one worked with the accrual method, it could take several months before an employee would have days.

Director Welsh said he wanted to understand what the practice had been and how the proposal would change this and reiterated that it would be good for the GM to look into the matter.

District Administrator Wolter asked if she understood correctly that any accrued sick time that the Police Services Aide or the District Administrator had accrued by the end of calendar year 2017 would disappear. President Sherris-Watt responded that this was her understanding and that, as of January 1, 2018, total sick leave would be 24 hours for that calendar year. District Administrator Wolter said this proposed change would be a reduction of the only benefit Police Services Aide, Andrea DiNapoli, and she received: They received no paid vacation, retirement benefit, or health benefit. She asked that the Board consider keeping the current policy. District Administrator Wolter also noted that, in the past, Ms. Di Napoli and she had been allowed to make up time lost due to illness because no one else came in did their work when they were out. District Administrator Wolter added that, recently, she had been out for 30 hours because of surgery and was surprised to find out afterward that she was no longer allowed to make up such time. She noted that this had been a sharp departure from past practice. Thus, she said she was behind in the work she was expected to perform. Ms. Danforth said that 24 hours discussed meant twenty-four hours, or three days, whichever was greater. Thus, she said that an employee who worked 6 hours per day would qualify only for 18 hours of sick leave, so it might end up being more. District Administrator Wolter responded that, for each pay period, Ms. DiNapoli and she earn two hours of sick time. Director Welsh suggested that this conversation should continue off-line. President Sherris-Watt added that, from the documentation, she knew paid holidays were afforded.

President Sherris-Watt concluded by saying that this was a first reading.

11. The Board received an update on the Wi-Fi Policy by Vice President Nottoli.

Vice President Nottoli said she wanted to thank David Bergen because he'd been the primary author of the document. She said the District didn't have the ability to limit anyone's use of the Internet once given the password. She noted that Mr. Bergen was able to monitor use and determine whether the District was approaching its limit and said that there was greater capacity during the daytime than during the evening hours, when the Board would be meeting. Regardless, she said it would be unlikely the lower evening capacity would prove to be a problem. Vice President Nottoli said one of the concerns was letting people know that, when they use the District's public Wi-Fi, others could hack into their information. She urged people to use caution. Director Welsh asked if, when people signed on, they had to agree to a disclaimer. Vice President Nottoli responded that the District didn't have the ability to do this.

David Bergen said that the District was getting its Wi-Fi through HughesNet and that he'd checked to see if the District could add a "splash-screen," which was what was being discussed, but that HughesNet couldn't provide that option. He suggested having the policy posted in the main room of the Community Center. Director Welsh said he worried about liability because the password could be passed onto anyone and then someone could claim not to know. Mr. Bergen said the password worked and could get someone "in" while inside, and just outside of, the building.

Vice President Nottoli said she'd heard many public warnings about the use of Wi-Fi and that one's information might be compromised; thus, people should be careful not to access personal information while using a public Wi-Fi.

Ms. Danforth said that, in many places with public Wi-Fi, one had to click on an agreement and accept the terms and conditions. Mr. Bergen responded that this was what could not be done at the Community Center and added that, if someone's password were to be stolen, it would be difficult for that person to know where it had happened.

President Sherris-Watt concluded by saying the Board would look at the issue of liability and, in the meantime, would post this policy and noted that most people knew not to access personal information while on a public Wi-Fi. She said that, perhaps, the District would make a large-print copy so that people could see it and added that, if this went up on the District's website, the District could highlight that, by accessing the Community Center Wi-Fi, one would agree to accept personal responsibility to protect one's information. District Administrator Wolter asked if the Board would like her to post the policy on the District website. President Sherris-Watt responded in the negative and said the Board would be following up and was in the process of transitioning, which she said was an addendum that IGM/COP Hull could talk about. She noted this had been skipped over in IGM/COP Hull's General Manager's report.

IGM/COP Hull said the District was going to launch a website made specifically for state agencies; the information on the website would be in compliance with the Brown Act and would provide updates of any new statute that dealt with local districts or agencies. He said it also would be easier for District staff to download information onto the website. He added that, currently, the District was using the District Administrator and an outside web person to put information onto the website. He explained the new website was a "drag-and-drop" that would make it easy. He said he'd taken a seminar, had seen it done, and had been convinced it would be so. He said this new website would save District time and money.


President Sherris-Watt commended Director Cordova, who had begun championing this process two years earlier, after she'd seen the example. She also thanked IGM/COP Hull for implementing the process. She said the hope had been to launch earlier and said the company, Streamline, worked specifically with California Special Districts. She noted that the District would be ADA compliant, searchable, and that the website would have lots of exciting features.

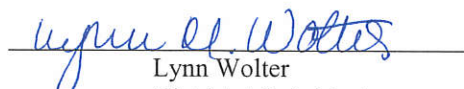
David Bergen said he hoped that all the information on the current website would be on the new one, especially all the meeting videos, the audio recordings, etc. IGM/COP Hull said he would confirm this.

MOTION: President Sherris-Watt moved, and Vice President Nottoli seconded, to close the meeting.

Motion passed: 5 – 0.

AYES: Sherris-Watt, Nottoli, Welsh, Cordova, Hacaj NOES: ABSENT:


Rachelle Sherris-Watt
KPPCSD Board President


Lynn Wolter
District Administrator