



TAMALPAIS COMMUNITY SERVICES DISTRICT

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TCSD BOARD OF DIRECTORS WORK SESSION AND CLOSED SESSION

MINUTES

WEDNESDAY, JANUARY 26, 2022 AT 8:30AM

1. CALL TO ORDER

2. ROLL CALL President Steffen Bartschat

Directors: Vice President Jeff Brown, Directors Jim Jacobs, Steve Levine, and Matt McMahon

Staff Present: General Manager Heather Abrams; Assistant General Manager Alan Shear; Finance and Programs Manager, Sarah Mehtar; Recording Secretary Cyndie Martel

Others Present: Lara Zegart

3. APPROVE AGENDA

MOTION TO APPROVE AGENDA

M/S/C: S. LEVINE/J. BROWN

AYES: 5

NAYS: 0

ABSENT: 0

4. PUBLIC EXPRESSION

Pres Bartschat invited public expression on non-agenda items, in response to which there was the following:

- There was no public expression.

5. REGULAR BUSINESS: Board Actions

- A. Discuss and approve staff recognition in the form of additional one-time payment and/or one-time time off

GM Abrams reminded the Board they had requested she bring alternatives for special compensation for extraordinary work performed by staff during 2021. She presented 3 alternatives for their review.

- Five days of additional floating holiday to be used in 2022, effective from February 1, 2022 to December 31, 2022
- Provide an additional 2% one-time merit calculated on regular hours worked and regular rate of pay in 2021, to be paid on February 11, 2022 pay check
- Provide a fixed amount of \$1,000 per regular full-time employee to be paid on the February 11, 2022 paycheck.

She stated staff had the opportunity to choose an option and told the Board both Option A and B were popular. The Board discussed the alternatives and GM Abrams answered their questions.

There was no public comment.

MOTION TO APPROVE ONE TIME STAFF RECOGNITION IN THE FORM OF 5 EXTRA FLOAT DAYS TO BE USED BEFORE THE END OF 2022

M/S/C: J. JACOBS/J. BROWN

AYES: 5

NAYS: 0

ABSENT: 0

B. Proclamation of appreciation for Lara Zegart

Pres Bartschat read the proclamation of appreciation for Ms. Zegart. Members of the Board expressed their gratitude to Ms. Zegart for her years of dedication to the Tam Valley community and were glad to hear that she would volunteer in the future.

There was no public comment.

MOTION TO APPROVE PROCLAMATION OF APPRECIATION FOR LARA ZEGART

M/S/C: M. MCMAHON/S. LEVINE

AYES: 5

NAYS: 0

ABSENT: 0

C. Proclamation of appreciation for Kris Floyd

As Mr. Floyd was not in attendance, GM Abrams recommended waiving reading of the proclamation and proceeding to the motion.

There was no public comment

MOTION TO APPROVE PROCLAMATION OF APPRECIATION FOR KRIS FLOYD

M/S/C: J. BROWN/S. LEVINE

AYES: 5

NAYS: 0

ABSENT: 0

D. Personnel and Recruitment Ad Hoc Committee report and possible appointment of Interim General Manager (oral report)

VP Brown stated he and Dir Levine met with AGM Shear and were impressed with his qualifications and experience, and recommended he be appointed interim GM at GM Abrams current salary level. AGM Shear's salary would return to his starting salary when a new GM was employed.

There was no public comment.

MOTION TO APPOINT ASSISTANT GENERAL MANAGER ALAN SHEAR AS INTERIM GENERAL MANAGER AT THE CURRENT GENERAL MANAGER'S SALARY UNTIL NEW GENERAL MANAGER STARTS EMPLOYMENT

M/S/C: J. BROWN/S. LEVINE

AYES: 5

NAYS: 0

ABSENT: 0

AGM Shear thanked the ad hoc committee for their strong recommendation and looked forward to the opportunity to continue the progress of the Board and GM Abrams.

MOTION TO CONVENE TO CLOSED SESSION

M/S/C: M. MCMAHON/J. BROWN

AYES: 5

NAYS: 0

ABSENT: 0

6. CLOSED SESSION

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).)

Title: General Manager

B. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code section 54957.6.)

Unrepresented Employee: General Manager

ADJOURN TO OPEN SESSION

MOTION TO ADJOURN TO OPEN SESSION – PRESENT ANY REPORTABLE ACTIONS

M/S/C: J. BROWN/S. LEVINE

AYES: 5

NAYS: 0

ABSENT: 0

REPORTABLE ACTIONS FROM CLOSED SESSION REPORTED BY THE PRESIDENT

MOTION TO AWARD GM ABRAMS A ONE TIME MERIT PAYMENT OF \$5,000 FOR HER ACCOMPLISHMENTS IN 2021

M/S/C: S. BARTSCHAT/J. BROWN

AYES: 5

NAYS: 0

ABSENT: 0

Pres Bartschat stated a few issues had come up with regard to the motion in Item 5A. He asked GM Abrams to report out to the Board her intended solution and agenda for the February 9, 2022 meeting if needed.

7. ADJOURNMENT

MOTION TO ADJOURN THE MEETING

M/S/C: J. BROWN/J. JACOBS

AYES: 5

NAYS: 0

ABSENT: 0

MEETING ADJOURNED AT 9:51 A.M.



President



Secretary

NEXT TCSD BOARD MEETING

February 9, 2022 – 7:00 PM

TAMALPAIS COMMUNITY CENTER, 203 MARIN AVE, MILL VALLEY

