



ADMINISTRATIVE/ PERSONNEL COMMITTEE AGENDA

Monday, March 26, 2018

4:00 p.m.

CVAG Offices

73-710 Fred Waring Drive, Suite 200

Palm Desert, CA 92260

(760) 346-1127

Teleconferencing will be available at:

Zion Mountain Ranch
9065 West Highway 9
Mount Carmel, Utah
(760) 404-7715

Teleconferencing will be available at:

3020 North Parker Dam Road
Parker, AZ 85344
(760) 250-9405

**THIS MEETING IS HANDICAPPED ACCESSIBLE.
ACTION MAY RESULT ON ANY ITEMS ON THIS AGENDA.**

1. **CALL TO ORDER** (Chair Marion Ashley, County of Riverside)

2. **ROLL CALL**

A. **Member Roster**

3. **PUBLIC COMMENTS**

This is the time and place for any person wishing to address the Personnel/Administrative Committee to do so.

4. **CONSENT CALENDAR**

A. **Approval of the February 27, 2017 Administrative/Personnel Committee Minutes**

5. **DISCUSSION/ACTION**

- A. Staff Related Items
- B. FY 2018/2019 Budget
- C. Desert Communities Energy (DCE) Staffing
- D. Proposed Audit Procedures

6. **CLOSED SESSION**

A. **Closed Session Employee Items**

- 1) Closed Session Pursuant to Government Code Section 54957(b)(1), Public Employee Performance Evaluation

Title: Executive Director

7. **ANNOUNCEMENTS**

Executive Committee – Monday, April 30, 2018 4:30 p.m. at 73-710 Fred Waring Drive, Suite 119, Palm Desert.

ITEM 2A**PERSONNEL/ADMINISTRATIVE
COMMITTEE
ROSTER**

Jurisdiction	Members
County of Riverside	Marion Ashley Supervisor (Chair)
City of Indio	Mike Wilson Mayor (Vice Chair)
County of Riverside	George Johnson CEO (TAC Chair)
City of La Quinta	Linda Evans Mayor (Chair Appointee)
City of Cathedral City	Stan Henry Councilmember (Chair Appointee)
City of Indian Wells	Dana Reed Councilmember (CVAG Past Chair)
City of Indio	Mike Wilson Mayor (CVCC Chair)
CVAG Staff	Tom Kirk Executive Director

**ADMINISTRATIVE/ PERSONNEL COMMITTEE
MINUTES OF MEETING
FEBRUARY 27, 2017**



1. CALL TO ORDER

The February 27, 2017 Personnel/Administrative Committee meeting was called to order at 3:05 p.m. by Chairman Dana Reed, City of Indian Wells, at CVAG Conference Room (MSW) in Palm Desert.

2. ROLL CALL

A roll call was taken, and it was determined that a quorum was present. Those in attendance were as follows:

MEMBERS PRESENT

Councilmember Dana Reed
Supervisor Marion Ashley
Mayor Stanley Henry
Mayor Michael Wilson
Mayor Linda Evans
Mayor Jan Harnik

AGENCY

City of Indian Wells
County of Riverside
City of Cathedral City
City of Indio
City of La Quinta
City of Palm Desert

STAFF PRESENT

Tom Kirk
Gary Leong
Erica Felci
Joanna Stueckle

3. PUBLIC COMMENTS

None.

4. CONSENT CALENDAR

IT WAS MOVED BY MAYOR STAN HENRY AND SECONDED BY MAYOR HARNIK TO APPROVE THE FEBRUARY 29, 2016 ADMINISTRATIVE/PERSONNEL COMMITTEE.

THE MOTION CARRIED UNANIMOUSLY WITH THE FOLLOWING RESULT:

COUNCILMEMBER DANA REED	AYE
SUPERVISOR MARION ASHLEY	AYE
MAYOR STAN HENRY	AYE
MAYOR MICHAEL WILSON	AYE
MAYOR LINDA EVANS	AYE
MAYOR JAN HARNIK	AYE

5. **DISCUSSION**

A. **Closed Session: Executive Director Performance Evaluation**

Pursuant to Government Code Section 54957(b)(1), Public Employee Performance Evaluation – Executive Director

There was no reportable action.

B. **Membership Dues**

Gary Leong, Deputy Executive Director gave members an update on the Consumer Price Index increase (CPI). Members agreed to increase dues by CPI which was 2%.

C. **Salary/PERS**

1) Joanna Stueckle, Executive Assistant, gave a Health & Wellness/Training program update.

2) Mr. Leong gave a salary/PERS update. Members agreed to increase salaries by 2% CPI.

D. **CV Link DEIR Schedule/Approach**

Erica Felci, Governmental Projects Manager, gave members an overall update related to the CV Link project.

5. **ADJOURNMENT**

Executive Committee – Monday, February 27, 2017 4:30 p.m. at 73-710 Fred Waring Drive, Suite 119, Palm Desert.

6. **ADJOURNMENT**

There being no further business, Chair Reed adjourned the meeting at 4:15 p.m.

Respectfully submitted,

Joanna Stueckle

Joanna Stueckle
Executive Assistant