

PERSONNEL COMMITTEE MEETING
MINUTES

A Personnel Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Monday, March 17, 2025, in the District Office at 155 Mason Circle, Concord, California.

TRUSTEES PRESENT Chris Cowen, Chair, Contra Costa County
Perry Carlston, Concord
G. Mark Graham, Danville
Daniel Pellegrini, Martinez
Peter Pay, Board President, San Ramon

TRUSTEES ABSENT Warren Clayton, Pinole
Chris Dupin, Richmond

OTHERS PRESENT Paula Macedo, General Manager

1. CALL TO ORDER – Personnel Committee Chair Cowen called the meeting to order at 6:00 p.m.
Roll Call: A roll call indicated that five Trustees were present and two Trustees were absent.
Pledge of Allegiance
2. AGENDA MANAGEMENT – Agenda was adopted by rule
3. PUBLIC INPUT ON NON-AGENDA ITEMS – None
4. APPROVAL OF MINUTES FROM PERSONNEL COMMITTEE MEETING HELD ON FEBRUARY 3, 2025
- ** Motion was made by Trustee Graham and seconded by Trustee Pellegrini to approve the minutes from the Personnel Committee meeting held on February 3, 2025. *Motion passed unanimously.*
5. DISCUSSION ON COMMITTEE CHARGES – With the new Memorandum of Understanding (MOU) with SEIU 1021, which was approved by the Board at the March 10, 2025 meeting, there was a change in the grievance process, which will no longer involve the Personnel Committee, and therefore, the committee discussed the need to delete that charge and will be recommending it for Board approval.

CLOSED SESSION – 6:06 p.m.

6. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6

Agency Negotiators: Paula Macedo, General Manager and Chris Cowen. Chair of the Personnel Committee

Employee Group: Unrepresented employees with one exception (General Manager)

RETURN TO OPEN SESSION – 6:57 p.m.

REPORT FROM CLOSED SESSION – no reportable action

7. BOARD AND STAFF ANNOUNCEMENTS – The committee requested to move the next scheduled meeting of the committee to May 12, 2025, instead of the previously scheduled meeting on May 19, 2025. General Manager Macedo will send out a cancellation notice for May 19, 2025 and a Special Meeting notice for May 12, 2025 at 6 pm.

8. ADJOURNMENT – 7:03 p.m.

I certify the above minutes were approved as read or corrected at a special meeting of the Personnel Committee held on May 12, 2025.

Chris Cowen, 2025 Personnel Committee Chair