



NOTICE OF SPECIAL ADMINISTRATION COMMITTEE MEETING

Covering Policy, Administration and Community
Relations/Communications

Monday, September 17, 2018 at 10:00 am at the Operations Building, 13057 Highway 9, Boulder Creek, California.

AGENDA

1. Convene Meeting 10:00 am
Roll Call: Chair Bruce, Dir. Baughman, B. Fultz
Staff: R. Rogers, Acting Dist. Mgr., H. Hossack, Dist. Sec.
2. Oral Communications
D. Loewen, E. Frech
3. Old Business:
 - A. PUBLICATION OUTREACH QUALIFICATIONS - MILLER MAXFIELD
M. Bruce introduced the item.
Discussion by the Committee and staff regarding the of Publication Outreach qualifications- presentation by B. Maxfield from Miller Maxfield.
B. Maxfield and J. Murray presented their company profile and how they can help the District.
Communications Plan will improve the District and the public trust.
Website is in need of update.
Discussion with Board and Miller Maxfield.
D. Loewen addressed B. Maxfield.
Discussion with the Board and staff.
E. Frech addressed B. Maxfield.
Bring this item back to the next Admin Committee meeting after consulting with counsel.
Discussion by the Committee and staff.
B. Maxfield addressed the Committee.
 - B. INTERNSHIP PROGRAM
M. Bruce introduced the item.
Discussion by the Committee and staff regarding an Internship Program.
Rick will look into the progress of this item.
 - C. PAY IT FORWARD PROGRAM
M. Bruce introduced the item.
Discussion by the Committee and staff regarding the Pay It Forward collaboration with Community Bridges.
D. Loewen addressed the Committee.

4. New Business:
 - A. LEGISLATIVE UPDATE
M. Bruce introduced the item.
Discussion by the Committee and staff regarding a legislative update.
 - B. ESTABLISHING THE PERFORMANCE OBJECTIVES AND GOALS FOR THE ACTING DISTRICT MANAGER
M. Bruce introduced the item.
Discussion by the Committee and staff regarding the performance objectives and goals for the Acting Dist. Mgr.
D. Loewen addressed the Committee.
5. Written Communication:
 - o Letter from D. Loewen
Discussion by the Committee and staff.
D. Loewen addressed the Committee.
6. Adjournment 12:14 pm

Due to technical difficulties this meeting was not recorded.