Date:             August 17, 2022

Time:             4:00 pm

Location:       820 Pole Line Rd, Davis, CA (ZOOM)

**Board of Trustees:**Chairperson Larry Dean, Vice Chairperson Heidy Kellison Board Members: Fred Main (excused), Stephen Souza, and Jonathon Howard

**Staff**: District Superintendent Jessica Potts; Assistant Superintendent Judy Fisher

**Guests:** Sheila Allen, Deputy to Supervisor Provenza

1. Call to Order **4:01pm**
2. Approval of the Agenda **(3-0-0)**
3. Trustee Announcements

 a. COVID-19 Memorial Update

Memorial pathway and patio have been cut and a weed barrier has been installed. Work will begin in mid-September. Trustee Souza will take the lead in organizing the build schedule.

b. Trustee Alternate Role

Supervisor Provenza’s office is in the process of appointing a trustee alternate role for the district. This position should go to the Board of Supervisors August board meeting.

 c. Conflict of Interest

Trustee Souza excused himself from voting on action item a. Exterior Painting Quotes as he has a business relationship with one of the companies that submitted a bid.

IV. Public comment

 None

V. Approval of the Minutes **(3-0-0)**

VI. Informational Items

 a. Superintendent Report

Presented and received.

 b. Final Budget Adjustments

Judy presented the final 2021-22 budget adjustments which has been approved by the county.

 c. Carlos 3-month and 6-month review

The superintendent provided a brief update on Carlos Nunez’s progress in this position as groundskeeper. Carlos has far exceeded expectations.

 d. Outreach Events (Dia de los Muertos & Infant Death Remembrance)

As of today, the district has not been approached by any community members to coordinate a Dia de los Muertos event. This event is important to the district and Deputy Allen will put the superintendent in contact with the Mexican American Concilio of Yolo County. Anna Sutton will serve as the community organizer for the 2023 Infant Death Remembrance.

 VII. Action Items

 a. Exterior Painting Quotes

The superintendent presented the three bids for exterior painting and beam repair. The trustees reviewed and discussed each quote submitted. **Action:** Motion to accept the Brooks Painting Quote. Heidy Kellison 1st, Larry Dean 2nd, **(3-0-1) (One abstention due to conflict of interest)**

b. Staff Medical Insurance Policy

The district's current policy states: “The District will pay 100 percent of the lowest cost HMO plan currently offered by CalPERS towards the employee’s premium and their qualified dependents’ premiums.” Western Health Advantage is the lowest cost option however there are very few doctors accepting patients in our area. A review of the healthcare options found the Kaiser Davis campus has better access to doctors in our area. The Trustees value healthcare and want to provide the best access possible to district employees. After discussion, the Trustees agreed to modify our current policy to state: “The District will pay 100 percent of the lowest cost HMO plan or the Kaiser Davis Campus plan offered by CalPERS towards the employee’s premium and their qualified dependents’ premiums.”**Action:** Motion to approve the above stated policy revision. Stephen Souzea1st, Jonathon Howard 2nd, **(4-0-0)**

c. Pet Policy for Staff

The superintendent presented a draft pet in the workplace policy which has been approved by our insurance carrier, YCParmia **Action:** Motion to approve the pet in the workplace policy as presented. Jonathon Howard 1st, Heidy Kellison 2nd, **(4-0-0)**

d. Fred Main - Sabbatical

Trustee Main is currently on sabbatical out of the country and while is actively engaging as a Trustee may not be able to attend board meetings due to the difference in time zones. **Action:** Motion to excuse Trustee Main from the next 6 board meetings, if needed. Heidy Kellison 1st, Jonathan Howard 2nd, **(4-0-0)**

e. Superintendent Approval Cap

Since 2010 the District Superintendent has had approval authority for all purchases $10K and below. Due to record breaking inflation, the trustees discussed raising the above mentioned approval cap. **Action:** Motion to increase the superintendents approval cap from $10K to $15K. Heidy Kellison 1st, Jonathan Howard 2nd, **(4-0-0)**

 Adjournment

**Action:** Motion to adjourn at 5:17pm Jonathon Howard 1st, Heidy Kellison 2nd, **(4-0-0)**

Next meeting date is set for Wednesday, October 19, 2022

