



Midpeninsula Regional
Open Space District

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

LEGISLATIVE, FUNDING, AND PUBLIC AFFAIRS COMMITTEE

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Tuesday, October 8, 2019

DRAFT MINUTES

CALL TO ORDER

Director Hassett called the meeting of the Legislative, Funding, and Public Affairs Committee to order at 1:00 p.m.

ROLL CALL

Members present Larry Hassett and Karen Holman

Members absent: Zoe Kersteen-Tucker

Staff present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Jennifer Woodworth, Visitor Services Manager Matthew Anderson, Interpretation and Education Program Manager Renée Fitzsimons, Human Resources Manager Candice Basnight, Human Resources Supervisor Rebecca Wolfe, Assistant General Counsel Mazarin Fakharia

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

Motion: Director Holman moved and Director Hassett seconded the motion to adopt the agenda.

VOTE: 2-0-0 (Director Kersteen-Tucker absent)

COMMITTEE BUSINESS

1. Approve the March 12, 2019 and June 11, 2019 Legislative, Funding, and Public Affairs Committee meeting minutes

Motion: Director Holman moved, and Director Hassett seconded the motion to approve the March 12, 2019 and June 11, 2019 Legislative, Funding, and Public Affairs committee meeting minutes.

Public comment opened at 1:01 p.m.

No speakers present.

Public comment closed at 1:01 p.m.

VOTE: 2-0-0 (Director Kersteen-Tucker absent)

2. Consideration of a Special Recognition to Honor Chris MacIntosh (R-19-129)

Interpretation & Education Program Manager Renée Fitzsimons provided the staff report.

District docent Paul Billig spoke regarding his request to name a trail after the District's longest-serving docent, Chris MacIntosh. Mr. Billig commented on the reason he proposed the specific trail for naming after Ms. MacIntosh, explaining that her regular docent hikes travel along this trail in Purisima Creek Open Space Preserve.

Director Hassett spoke regarding the District's history in naming District landmarks and installation of benches in District preserves for individuals that have made significant contributions to the District.

Director Holman spoke in favor of naming the trail segment for Chris MacIntosh because she leads her interpretive hikes along this trail.

Director Hassett spoke regarding the remarkable achievement of serving as a docent for 40 years.

Director Holman spoke in favor of issuing a District proclamation or resolution to accompany the trail naming.

Public comment opened at 1:24 p.m.

No speakers present.

Public comment closed at 1:24 p.m.

Motion: Director Holman moved, and Director Hassett seconded the motion to:

1. Approve the motion to recommend to the full Board of Directors approval to either name a trail in Purisima Creek Redwoods Open Space Preserve the "Chris MacIntosh Trail" or name the Harkins Ridge Trail bridge in the preserve as the "Chris MacIntosh Bridge" in

- recognition of Chris MacIntosh's long-standing volunteer contributions to the Midpeninsula Regional Open Space District.
2. Forward the minutes of the October 8, 2019 Legislative, Funding, and Public Affairs meeting with the staff report to the Board of Directors.
 3. Recommend to the full Board of Directors issuance of a proclamation acknowledging the event.
 4. Recommend to the full Board of Directors to consider holding a trail or bridge naming dedication event.

VOTE: 2-0-0 (Director Kersteen-Tucker absent)

3. Proposed Amendments to the Personnel Policies and Procedures Manual (R-19-128)

Human Resources Manager Candice Basnight provided the staff presentation describing the process used to revise and propose revisions to the Personnel Policies and Procedures Manual (PPPM), including adoption of the Memorandum of Understanding with the Field Employees Association, review by internal and external legal counsel, and a comment period for staff. Ms. Basnight reviewed the proposed changes listed in the summary document, which outlines the various proposed changes to the PPPM and the reasons for the proposed changes, including to clarify policy or procedure, to comport with current law, to incorporate staff feedback and MOU-related edits, and to complete general clean-up.

Committee members requested and received clarification regarding various sections of the draft PPPM.

Director Holman suggested altering section 3.2 to be more inclusive related to sexual orientation

Director Holman stated that section 3.2 seems unclear related to protected classes.

Staff reported that they will work on the language for these sections before the item goes to the full Board of Directors.

Public comment opened at 2:13 p.m.

No speakers present.

Public comment closed at 2:13 p.m.

Motion: Director Holman moved, and Director Hassett seconded the motion to forward the proposed amendments to the Personnel Policies and Procedures Manual to the full Board of Directors for consideration and approval, including questions and clarifications requested by the Committee members.

VOTE: 2-0-0 (Director Kersteen-Tucker absent)

ADJOURNMENT

Director Hassett adjourned the meeting of the Legislative, Funding, and Public Affairs Committee at 2:20 p.m.

Jennifer Woodworth, MMC
District Clerk