

HUMAN RESOURCES COMMITTEE

MINUTES

Wednesday, September 24, 2025

A meeting of the Human Resource Committee was held virtually on Wednesday, September 24, 2025, at 10:00 a.m. and in person at the District office. Vice- Chairwoman Nichols announced a quorum was present.

COMMITTEE MEMBERS PRESENT/CONNECTED THRU ZOOM:

Remote: Ann Nichols – Vice-Chairwoman, Tom Goodwin, Bill Long
In Person: Leann Noga

COMMITTEE MEMBERS ABSENT AND EXCUSED:

Alan Hamel, and Dallas May

OTHERS PRESENT/CONNECTED THRU ZOOM:

In Person: Misty Bellino, Administrative Manager; Remote: Peter Levish, Staff Attorney; Lee Miller, General Council. Seth Clayton, SECWCD Board of Directors

APPROVAL OF MINUTES:

Vice -Chairwoman Nichols confirmed that members of the Committee received their copy of the August 28, 2025, minutes and asked if there were any corrections or additions. Mr. Goodwin moved, seconded by Mr. Long, to approve the minutes. Motion unanimously carried.

PRESENTATION ITEMS:

Request for Proposal for Employee Total Compensation Study

Mrs. Noga explained that the purpose of the Request for Proposal is to engage a qualified consultant to analyze current wage ranges and benefits, compare compensation packages to relevant labor markets, identify any inconsistencies in pay or benefits and provide recommendations to maintain market competitiveness and ensure fairness across positions.

The committee reviewed the Request for Proposal, the committee agreed to proceed, with the removal of the requirement to produce a fully functional excel-based wage compensation model. The Committee agreed that a model is not needed at this time.

Executive Director Annual Review

Mr. Long explained that an annual review form has been developed and will be used for all staff. He explained that it was time to complete the Executive Director's annual review and that Peter Levish, District Staff Attorney, would be sending the forms directly to all board members and collecting those forms. Mr. Levish will then forward all received forms to the District's Human Resource Consultant to prepare a summary report.

EXECUTIVE SESSION:

None

OTHER BUSINESS:

None

NEXT MEETING

Next meeting of the Human Resources Committee will take place virtually, on Wednesday, October 15, 2025, at 1:00 pm.

ADJOURN

Vice-Chairwoman Nichols adjourned the meeting at 10:47 a.m.

Respectfully Submitted,
Misty Bellino
Administrative Manager