

POLICY COMMITTEE

REGULAR MEETING

Thursday, April 27, 2023 - 3:00 PM
1000 Main Street Cambria, CA 93428

MINUTES

A. CALL TO ORDER

Chairman Farmer called the meeting to order at 3:05 p.m.

B. ESTABLISH QUORUM

Committee members present: Chairman Farmer, Vice Chair Gordon Heinrichs, Ted Key, James Townsend and Donn Howell.

Committee member Harmon wasn't present when the committee established the quorum, but she did attend at 3:35 pm.

Staff present: General Manager Matthew McElhenie and Administrative Analyst Haley Dodson.

C. AD HOC SUBCOMMITTEE REPORT

There were no ad hoc subcommittee reports at this time.

D. CHAIRMAN'S REPORT

Chairman Farmer welcomed our new general manager and reminded the group about the upcoming wildflower show this coming weekend, May 29 -30, at the Vets' Hall.

E. COMMITTEE MEMBER COMMUNICATIONS

There were no committee member communications.

1. PUBLIC COMMENT

Public Comment: Chair Farmer read four written public comment letters from Linda Prentiss.

2. CONSENT AGENDA. [This item was taken out of order - after 3A below.]

A. Consideration to Approve the January 26, 2023, February 23, 2023 and March 23, 2023 Regular Meeting Minutes

Committee member Townsend offered a correction to the February 23 minutes.

Motion: to approve the meeting minutes as corrected.

Motion by: Key

Second by: Heinrichs

Motion unanimously passed: Ayes – 5; Nays – 0; Chair not voting.

3. REGULAR BUSINESS

- A. Discuss and Consider a Needs Assessment for District Purchasing Policy 2135

Committee member Harmon joined the meeting at 3:35 during the discussion of this item.

The ad hoc subcommittee (members Key and Howell) presented its report, *A Needs Assessment for the Review and Re-organization of the District's Current Purchasing Policy Document*. The following changes were recommended:

1. Replace the word “pastiche” with “hodgepodge” in the first sentence of Observation #2.
2. Eliminate the two appendices and replace them with a concluding paragraph along with a sample table of contents for the proposed reorganized and re-ordered policy document along with the appropriate CSDA numbering.

Motion: to approve and recommend to the CCSD Board the Needs Assessment for the Review and Re-organization of the District's Purchasing Policy along with the changes recommended above.

Motion by: Farmer

Second by: Townsend

Motion unanimously passed: Ayes 5 Nays 0 Chair not voting

- B. Review, Discuss and Consider the District Social Media Policy 2415

Chairman Farmer presented this item and read some related public comment by Holly Ludwigson from the Committee's February meeting.

Action taken: After considerable discussion by the Committee, Chairman Farmer tabled this item. He will bring it back to the committee, if need be, after further consultation with Board President Dean.

- C. Discuss and Consider Requesting a Needs Assessment for Policy Number 4005: Operating Principles of the Board (Norms) as per Templeton CSD

Chairman Farmer presented this item.

Action taken: After considerable discussion, the Committee reached consensus to table this item so that Chair Farmer could get clarification from Board President Dean and put it on our next meeting's agenda.

4. FUTURE AGENDA ITEMS

Chairman Farmer asked for any future agenda items.

- Proposed by member Townsend: Consider adopting specific language regarding the titling of closed session items on Board agendas.
- Proposed by member Harmon and Chair Farmer: Discuss and evaluate the CCSD Policy Handbook. And especially prioritize items where there is “No policy on record.”
- Proposed by Chair Farmer: Review [the policy on] email correspondence to the Board with regard to correspondence addressed to particular Board members and their replies – in other words, Board members’ responses.

5. ADJOURN

Chairman Farmer adjourned the meeting at 5:00 PM.