



EAST BAY DISCHARGERS AUTHORITY  
2651 Grant Avenue  
San Lorenzo, CA 94580-1841  
(510) 278-5910  
FAX (510) 278-6547

*A Joint Powers Public Agency*

**ITEM NO. 15**

**PERSONNEL COMMITTEE  
AGENDA**

**Tuesday, August 13, 2019  
2:30 p.m.**

**East Bay Dischargers Authority  
2651 Grant Avenue, San Lorenzo, CA 94580**

**Committee Members: Lathi (Chair), Mendall**

- P1. Call to Order**
- P2. Roll Call**
- P3. Public Forum**
- P4. General Manager's Travel Report**  
(The Committee will review the General Manager's annual travel report.)
- P5. Resolution Approving Amendments to the Personnel Policy**  
(The Committee will consider a resolution approving changes to the Personnel Policy to incorporate catastrophic leave and email protocols.)
- P6. Resolution Authorizing the General Manager to Issue a Change Order to Aerotek, Inc. for Temporary Administrative Assistant Services in the Amount of \$30,000 for a Total Not to Exceed Amount of \$47,600**  
(The Committee will consider a resolution authorizing the General Manager to amend the Purchase Order with Aerotek.)
- P7. Adjournment**  
(Any member of the public may address the Commission at the commencement of the meeting on any matter within the jurisdiction of the Commission. This should not relate to any item on the agenda. It is the policy of the Authority that each person addressing the Commission limit their presentation to three minutes. Non-English speakers using a translator will have a time limit of six minutes. Any member of the public desiring to provide comments to the Commission on an agenda item should do so at the time the item is considered. It is the policy of the Authority that oral comments be limited to three minutes per individual or ten minutes for an organization. Speaker's cards will be available in the Boardroom and are to be completed prior to speaking.)

(In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in an Authority meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Administrative Assistant at the EBDA office at (510) 278-5910 or [kyambao@ebda.org](mailto:kyambao@ebda.org). Notification of at least 48 hours prior to the meeting or time when services are needed will assist the Authority staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.)

(In compliance with SB 343, related writings of open session items are available for public inspection at East Bay Dischargers Authority, 2651 Grant Avenue, San Lorenzo, CA 94580. For your convenience, agenda items are posted on the East Bay Dischargers Authority website located at <http://www.ebda.org>.)

**The next Personnel Committee meeting is scheduled on  
Tuesday, October 15, 2019, at 2:30 p.m.**