

**HESPERIA RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
PERSONNEL COMMITTEE MEETING
Thursday, April 8, 2022 - 5:30 p.m.
Lime Street Park Community Center, 16292 Lime Street, Hesperia, CA 92345**

MINUTES

CALL TO ORDER

Meeting was called to order at 5:30 p.m. by Vice President Irish.

A. Attendance

Board Committee Members: Irish, Gregg
District Staff: Chavez, Swims, Garcia
Guests: None

FLAG SALUTE

The Flag Salute was led by Vice President Irish.

MESSAGE TO THE PUBLIC/PUBLIC COMMENT

- No public comment made.

DISCUSSION/ACTION ITEMS

B. Discuss Process to Evaluate the General Manager

- The Committee reviewed the form used in the past to evaluate the General Manager.
- Director Gregg requested to once again remove “Outstanding” from the performance competencies, and add an option for “unacceptable performance.”
- The form will be fine-tuned by the Board President and distributed to the rest of the Board.
- Director Gregg requested to eliminate “adjustments” and only leave the option, “Contract Renewal Yes or No.”

C. District Reorganization

- The most current Organizational Chart was reviewed, and staff updated the Committee on any changes that had occurred since its creation.
- Mr. Chavez illustrated anticipated changes to the Organization Chart and potential positions to be created.
- Director Gregg inquired about the Attendant positions and the possibility of broadening their job duties to be more interchangeable. He requested a review of worker’s compensation for each classification. He made recommendations for updating the Organizational Chart and positions

including: Office Specialist under the General Manager, move Park Ranger Training Officer under the Senior Park Ranger, bring back the Business Manager position, create the Recreation Manager position, make the Administrative Operations Manager - Parks a Parks Manager, then shift the lower positions around, add administrative support to the maintenance division, look at duties and possibly rename the assistants, and add seasonal aquatics staff and Junior Rangers to the chart.

ADJOURNMENT

Meeting was adjourned By Vice President Irish at 6:37 p.m.