CALL TO ORDER

A Regular Meeting of the San Luis Obispo Personnel Board was called to order on Thursday, October 29, 2020 at 5:02 p.m., via teleconference, by Chair Dunlop.

ROLL CALL

Present: Board Members Judy Groat, Louise Justice, Jill LeMieux, Vice Chair Calvin Stevens, and Chair Dunlop

Absent: None

Staff: Human Resources Director Monica Irons, Deputy City Clerk Kevin Christian, Finance Director Brigitte Elke

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

1. CONSENT AGENDA – CONSIDERATION OF MINUTES

   ACTION: MOTION BY BOARD MEMBER LEMIEUX, SECOND BY JUSTICE, CARRIED 5-0 to approve the Personnel Board Minutes of September 17, 2020.

BUSINESS ITEMS

2. Overview of Personnel Board Advisory Body Bylaws Update

   Deputy City Clerk Christian presented minor modifications to bylaws as previously proposed by the Personnel Board.

   ACTION: MOTION BY CHAIR DUNLOP, SECOND BY LEMIEUX CARRIED 5 – 0
3. **Establish 2021-2023 Personnel Board Advisory Body Goals for Council Consideration**

Human Resources Director Irons introduced Finance Director Brigitte Elke who presented an overview of the City’s financial planning process and fiscal climate. Board deliberated on potential major city goals to submit to Council and requested an additional meeting to further discuss and finalize the following:

**Background:**
The Personnel Board requests the City Council consider the following goals for the 2021-23 Financial Plan.

**Goals:**

1. **Diversity, Equity, and Inclusion (DEI)**
   The city is committed to policies, practices and structures that support the well-being and empowerment of all residents, marginalized communities, and its employees.
   
   a) More fully utilize the expertise of the Personnel Board in providing input and oversight into organizational DEI policies, programs, and practices.
   
   b) Ensure sufficient resources (staff, consultant, and budgetary) are provided to support best practices in DEI in hiring, training, and promotional policies, practices, programs.

2. **Fiscal Sustainability**
   Engaged employees result in reduced turnover, avoid costs, and provide high level programs and services to the community. COVID 19 has impacted employees, their families, and work practices in many ways.
   
   a) Support employee engagement, wellness, and resiliency through various avenues including employee surveys, adaptation of work polices established during the COVID 19 pandemic, and resources that support employee mental health.
   
   b) Ensure appropriate resources are allocated for the above in the 2021-23 Financial Plan.

Board agreed by consensus to reconvene within the next three weeks to finalize goal input to Council.

Chair Dunlop directed Human Resources Director to direct staff to poll the Board members and find a mutually agreeable date and time.

**ADJOURNMENT**

The meeting was adjourned at 6:24 p.m.

APPROVED BY THE PERSONNEL BOARD: XX/XX/2020