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Daniel S. Little, Executive Director

**Human Resources Committee Meeting
Thursday, September 13, 2018
10:00 a.m., or as soon thereafter as may be heard
1255 East Street, Suite 202
The Salmon Room
Redding, CA 96001**

AGENDA

- ITEM #1 PUBLIC COMMENT PERIOD – This is the time set aside for citizens to address the committee on items or matters not on the agenda within the jurisdiction of the committee. By law, the committee cannot take action on matters not on the agenda but may schedule an item for a future meeting.
- ITEM #2 APPROVE JUNE 7, 2018, HUMAN RESOURCES COMMITTEE MEETING ACTION MINUTES
- ITEM #3 CONSIDER RECOMMENDATION TO CHANGE PART-TIME ASSISTANT PLANNER POSITION TO FULL-TIME AS PART OF AMENDMENT #3 TO SRTA'S FY 2018-19 BUDGET AND OVERALL WORK PROGRAM (REPORT ATTACHED)
- ITEM #4 REVIEW AND CONSIDER ANY CHANGES TO THE EXECUTIVE DIRECTOR EVALUATION PROCESS (DUE IN DECEMBER 2018)
- ITEM #5 ADJOURN

Parties with a disability as provided by the American Disabilities Act who require special accommodations or aides in order to participate in the public meeting should make the request to the SRTA at least 48 hours prior to the meeting.

UNAPPROVED MINUTES

SHASTA REGIONAL TRANSPORTATION AGENCY
HUMAN RESOURCES COMMITTEE
Thursday June 7, 2018, 2:00 p.m.
SRTA Conference Room
1255 East Street, Suite 202, Redding, California

(Note: The following minutes are not intended to serve as a transcript or verbatim record of the proceedings of the Shasta Regional Transportation Agency Human Resources Committee, but rather as a record of the meeting time, place, attendance, and actions taken, if any.)

Committee members Francie Sullivan, and Leonard Moty were present, Chair Susie Baugh was absent.

SRTA Executive Director Dan Little was present.

1. **Call to Order**
Board Member Moty called the meeting to order at 2:05 p.m.
2. **Introductions**
3. **Public Comment Period**
No comments were received during the public comment period.
4. **Approve February 6, 2018, Human Resource Committee Meeting Action Minutes**
By motion made and seconded, the minutes passed unanimously.
5. **Approve Executive Director Family Medical Leave Act Part-Time Off Request for up to the State Employment Development Department Annual Maximum (91 hours)**
By motion made and seconded, the request was approved for four hours or more daily up to the Employment Development Department maximum payment (approximately 91 hours).
6. **Update Regarding SRTA Staff Mid-Manager Rotation into Next Fiscal Year**
Update was received.
7. **Update Regarding SRTA Staffing Levels**
Update was received.

There being no further business, Board Member Moty adjourned the meeting at 2:35 p.m.

Respectfully submitted,

Daniel S. Little, AICP, Executive Director

DSL/acl