



Monique Brown  
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**Marin City Community Services District  
Special Board of Directors Meeting Agenda**  
Marguerita C. Johnson Senior Center  
640 Drake Ave., Marin City, CA 94965  
Thursday, March 9, 2017  
6:30pm

Nancy Johnson, Board Chairperson  
Everett Brandon, Board Vice-Chairperson  
Gerald Norman, Director  
Royce McLemore, Director  
Donald Parker, Director

- 1. Call to Order and Roll Call – 6:32 – E Brandon, N Johnson, R McLemore, G Norman**
- 2. Board Comments – None**
- 3. Open Forum / Public Comment**

Alena Maunder concerned that website still down. M Brown explained that Google shut us down due to malware. Stated she wasn't on email blast so she didn't get notification of board meeting. Asked about minutes for past board meetings. Said pavement and sidewalks are unsafe. Stated that her mother, Terrie Green, was injured when she fell on the sidewalk. Wanted to know if an incident report was made. She is referring to pavement and sidewalks that are in need of repair. Wants to know if there is counseling available for those who are grieving due to Paul Austin's termination. Wants to be sure that General Manager's job was posted and wants to know if Howard' Smith's position was advertised. Wants to know what the credentials are for General Manager and the assistant's position. Wants to know what direction the recreation center is going in. Dir Johnson asked that the General Manager look into the areas that of concern. R McLemore asked that a report be compiled. New resident stated that she noticed the holes in the parking lot. Stated that once the board has been notified of these impediments that we should get them fixed. Novena Robinson concerned that board should address that there is now a hostile environment. Concerned that there is no recourse for him to get his job back. A Maunder stated that food program got a call from Howard and spoke inappropriately to them. They complained to her. New neighbor asked how Paul was terminated. N Johnson reiterated that they can not discuss personnel issues. R McLemore state that personnel policy is public information. A Maunder asked if employees were in possession of personnel policy. Ora Hatheway made statement that CSD website should include link to Center for Community Life. She was corrected in that she was looking at the Facebook page and not the website. She wants to make sure that it is linked and community feels included in the things concerning Center of Community Life. N Johnson wanted to make sure that the public was made aware that public comment is not for "cross talk" and all comments should be directed to the board. Asked if there was any additional comment. None.

*Persons wishing to comment under Open Forum/Public Comment are requested to limit their comments to 3 minutes unless the Chairman extends this time.*



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4. **General Manager Report & Budget Report – Monique Brown –** Directed the board to note that they have copy of report from last meeting. Included in the report is the vacancy for director of recreation. Not posting recreation director's position for another 2 weeks. In process of updating positions and personnel for next two weeks. 3 current positions will be posted. Highlights program updates, Disaster Preparedness, CX3 updates, Community Connectors, announcements. Parks report not included. Oshalla newly hired and there is no report available yet.

Public Comment: Shirley Thornton asked what positions are open. M Brown responded that the open positions are Rec Dir, Dir of Programs and Operations, HEAL director. Can't comment on qualifications until after board's review. A Maunder asked to see Policy and Procedures for employees that is available to the public. Asked if the positions are credentialed. Can't comment until after board's review. Public asked if positions were requiring a degree. R McLemore stated that the Gen Mgr's position and Dir. Of Programs and Operations required a degree. Rec Director did not require a degree. A Maunder concerned if M Brown had a degree. Public concerned which positions require a degree. N Johnson reiterated that questions directed to staff is not allowed. Job descriptions are available for public review. Resumes are not available for public display. Kunta Kambi said he thinks they are concerned about resume and not job descriptions. Stated that when employees or personnel issues are discussed that can not be discussed in public. G Norman stated the public is never entitled to an employee's resume and that job descriptions are available for public record. Employees are hired based on experience, education or experience in lieu of education. Can't come to board and cross-examine employees. A Maunder asked that if she was not confident with the leadership. Stated that if public takes issue with an employee's qualifications, then they can come to the board and submit an objection. N Johnson stated that procedure must be followed. D Morgan asked about two openings. Rec Director and Dir of Programs and Operations are current existing positions. HEAL Director is newly funded position. M Tabb asked if board would let people know when meeting will be opened to the public again. Oshalla commented that she wants to see healing for the community.

Budget Report – E Brandon wanted clarity on updated budget. M Brown noted that grant under Revenues (Grants Administration) for \$150,000 from March 2017 through Feb 2018. Increased budget for normal fiscal year. G Norman asked why garbage/refuse is higher figure. M Brown stated average was previously stated that we are at 66% which is normal for this time of year. G Norman asked if it augments senior funding, M Brown stated yes. R McLemore stated if monies are in coffers now then it has to be reported. Funds can not be used to offset any other costs. Have to charge against grant to show what is used by June 30(fiscal year end). Public asked that agenda items be available to them. Suggested that supporting documentation be available to public the day before board meeting.

*Persons wishing to comment under this item are requested to limit their comments to 1 minute unless the Chairman extends this time. Public comment must directly relate to discussion item.*

5. **Closed Session – Personnel Matters**
6. **Open Session**
7. **Adjourn - 8:27pm** GNorman moved to adjourn, R McLemore 2nd



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\* Board may take action on any items appearing on any agendas