



SUMMERLAND SANITARY DISTRICT

2435 Wallace Avenue, Summerland
(805-969-4344)

Administration, Operations and Personnel Committee Meeting

Thursday January 21, 2021 2:00 P.M.

NOTES

This is a special meeting called in accordance with Government Code Section 54956. Other than the listed agenda items, no other business will be conducted by the committee. This meeting will be held at the District's Treatment Plant utilizing social distancing protocols and will be conducted in accordance with the Governor's Executive Order No. N-29-20. To minimize the potential spread of the Covid-19 virus, the District is not permitting public access to the meeting location. You may listen to the meeting telephonically by calling +1 669 900 6833 (San Jose) Meeting Code ID: 983 226 8568 or through the internet at <https://us02web.zoom.us/j/9832268568>.

Should you wish to participate in the meeting by offering comments on either non-agenda or agenda-related items, please follow the instructions set forth in Item II of the agenda.

AGENDA

I. CALL TO ORDER

II. PUBLIC COMMENTS

In accordance with Government Code Section 54954.3, every notice for a special meeting shall provide an opportunity for members of the public to directly address the legislative body concerning any item that has been described in the notice for the meeting before or during consideration of that item. Those wishing to offer public comment must email comments to the Clerk of the Board at info@summerlandsd.org at least 30 minutes prior to the meeting or provide a telephone number to the Clerk of the Board (which the Clerk will call during the meeting and provide opportunity for such comment). Three- minute time limit will be imposed.

III. ISSUES TO BE DISCUSSED

A. **Draft Personnel Handbook January 2021**

The AOP-Committee will review the updated District's Personnel Handbook, reviewed, and prepared by Karen Gabler, of LightGabler LLP.

IV. ADJOURNMENT