



# Southern Marin Fire Protection District

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## PERSONNEL COMMITTEE MEETING

Thursday, June 11, 2020  
7:30 am  
Meeting Minutes

**Called to Order:** 07:29 AM

**In Attendance:** Director Stephen Willis (by Zoom Meeting), Director Tom Perazzo, Chief Tom Welch, Human Resources Manager Liza Andre, and Clerk of the Board Mariya Weinberg.

**Absent:** Director Dan St. John

**Open Time for Public Expression:** None - No public present.

**Agenda Adjustments:** None.

**Approval of the Minutes:**

- **May 14, 2020- Approved**
  - M/s:** Perazzo/Willis
  - Ayes:** Perazzo, Willis
  - Noes:** None.
  - Abstain:** None.

**Reports and Information:**

### 1. Hiring Update:

- a) Ms. Andre provided an update on the Communications Coordinator position. The offer has been made and accepted, and now we are going through the background check process. The time line on that is indeterminate. A start date of July 15<sup>th</sup> has been discussed between Chief Tubbs and the candidate, but that is predicated on the successful completion of the background check.

Director Perazzo asked Ms. Andre about the Captain's test. Ms. Andre confirmed that it should be on track, and that a phone meeting about this happened earlier this week. The date is tentatively mid to late August. We are working on the details since it is our first joint test, with SFMD and MVFD together.

### 2. Workers Comp Update:

Ms. Andre reported that there are total of four employees out on W/C, noting that the

modified work program is not currently being offered, due to the COVID-19 situation. Ms. Andre indicated that out of these four, one employee might be cleared as soon as today, pending a lab result.

**Closed Session:**

Staff and Board members entered closed session at 07:32 am  
Staff and Board members came out of closed session at 07:41 am  
No action taken.

**Open Session:** Back in Session at 07:42 AM

**Adjourn:** 07:42 AM