Personnel Committee Special Meeting Minutes, November 8, 2017

I. CALL TO ORDER at 12:08 PM

II. ROLL CALL
   Present: Alex Goelzer, Joshua Peckham, Ryan Finazzo, Martin Castillo, Erik Pinlac
   
   Not Present:
   
   Late: Cindy Ng, Tiffany Patterson

III. ACTION ITEM - Approval of the Agenda
    Motion to amend the agenda UNFINISHED ITEM C after “Budget Analyst Salary” to add [CLOSED] by A. Goelzer, second by R. Finazzo, motion PASSED.
    Motion to approve the agenda by R. Finazzo, second by A. Goelzer, motion PASSED.

IV. ACTION ITEM – Approval of the Minutes of October 27, 2017
    Motion to approve the minutes of October 27, 2017 by R. Finazzo, second by A. Goelzer, motion PASSED.

V. PUBLIC COMMENT – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.
   No public comment.

   5:30

VI. UNFINISHED ITEMS:

   A. ACTION ITEM - Appointment of ASI Committee Members
      Motion to appoint the committee members by R. Finazzo, second by A. Goelzer
      
      J. Peckham leads the committee into discussion by pulling up information about potential committee members who are looking to join the Finance Committee as well as the Sustainability Affairs Committee. J. Peckham states that this will be a continuous thing because there are still other committees that need to fill their positions.
      
      Motion to appoint the committee members, motion PASSED.

   9:17
B. DISCUSSION ITEM - Associate Director Job Description
J. Peckham addresses the changes that were made to the Associate Director Job Description to the committee. J. Peckham also goes over the duties and expectations the Associate Director must meet in order to fulfill the position.
E. Pinlac states that this position was approved by last year’s board, and addresses the reason behind it. E. Pinlac continues by stating that he doesn’t have a “backup” so the main reason of this position is to provide ASI with a backup Executive Director in case something happens to the original Executive Director.

15:43

C. DISCUSSION ITEM - Budget Analyst Salary
Motion to go into closed session with the exception of the first year interns by A. Goelzer, second by R. Finazzo, motion PASSED. The committee will go into closed session at 12:25 PM.
The committee came out of closed session at 12:37 PM, and during closed session the committee discussed the Budget Analyst Salary.

17:50

VII. NEW BUSINESS ITEMS:

A. ACTION ITEM - Board Member Concern [CLOSED]
Motion to table ACTION ITEM A- Board Member Concern to the next personnel committee meeting by R. Finazzo, second by T. Patterson, motion PASSED.

18:25

B. DISCUSSION ITEM - Board Member Concern [CLOSED]
Motion to go into closed session by A. Goelzer second by R. Finazzo, motion FAILED.
Motion to go into closed session with the exception of the first year interns by A. Goelzer, second by C. Ng, motion PASSED.
The committee will go into closed session at 12:39 PM.
The committee came out of closed session at 12:40 PM, and during closed session the committee discussed S. Quiambao’s inability to make it to the board meeting.

20:03

C. DISCUSSIONS ITEM - FYI Policy
Motion to table DISCUSSIONS ITEM C- FYI Policy to be discussed later in the near future by R. Finazzo, second by C. Ng, motion PASSED.
VIII. ROUND TABLE REMARKS

T. Patterson apologizes for the inconvenience of not being there, she reminds the committee that “It’s On Us” is coming up next week and she will send out an email in order to provide the committee with further information.

J. Peckham reminds T. Patterson to send out a doodle of the times for tabling.

C. Ng wants to know what “It’s On Us” entails.

T. Patterson briefly confirms that there will be food, interactive activities, music, giveaways, and tabling. T. Patterson will provide more information sometime on Friday or Saturday.

E. Pinlac informs the committee that he is going to be out tomorrow and he also reminds the committee not to come to campus on Friday because it will be closed due to Veterans Day.

IX. ADJOURNMENT at 12:45 PM

Minutes Reviewed by:
Executive VP/Chair
Name: Joshua Peckham

Minutes Approved:
11-28-17
Date: