



Solano Local Agency Formation Commission

675 Texas St. Ste. 6700 • Fairfield, California 94533
(707) 439-3897 • FAX: (707) 438-1788

**Minutes
Personnel Committee**

Members: Commissioner Spring, Commissioner Price, Commissioner Shopay

September 29, 2016

1 PM

675 Texas St.

Suite 6700 - 6th Floor

Fairfield, CA 94533

The meeting was called to order at 1:25 pm. All members were in attendance including Scott Browne Legal Counsel, Michelle McIntyre staff and Michelle Heppner of the public.

The agenda was amended by unanimous vote to include a discuss Michelle McIntyre's concerns.

1. Communications from the public – There were no comments from the public.
2. Review LAFCO Staffing (Information) – The committee reviewed the following questions and directed staff to supply data to facilitate a discussion.

Questions to consider in LAFCO Staffing

- a. What is the appropriate model for Solano LAFCO? Should it be staffed by County employees, LAFCO employees, contract employees or a combination?
- b. Does Solano LAFCO have enough activity to warrant a full time LAFCO?
- c. What level of staff is required to meet LAFCOs statutory responsibilities?
- d. Does Solano LAFCO need a full time or part time EO?
- e. Does Solano LAFCO need a full time analyst or can the analyst also be responsible for the duties of the clerk?

Commissioners

John Saunderson, Chair • Jack Batchelor, Vice-Chair
Harry Price • Jim Spring • John Vasquez

Alternate Commissioners

Skip Thomson • Nancy Shopay • Pete Sanchez

Staff

Elliot Mulberg, Executive Officer • Michelle McIntyre, Analyst • P. Scott Browne, Legal Counsel

- f. In order to maintain its independence should LAFCO hire County Counsel or a private counsel?
- g. Are the salaries and benefits listed in the current personnel and salary resolution sufficient to attract and keep qualified individuals?

In addition the Committee requested a Commission meeting that was focused on a closed session to discuss LAFCO staffing at the EO level and Legal Counsel.

- 3. Michelle's McIntyre's concerns – The committee heard a presentation and made no recommendation nor provided any direction.

The meeting was adjourned at 2:45 pm.

Commissioners

John Saunderson, Chair • Jack Batchelor, Vice-Chair
Harry Price • Jim Spering • John Vasquez

Alternate Commissioners

Skip Thomson • Nancy Shopay • Pete Sanchez

Staff

Elliot Mulberg, Executive Officer • Michelle McIntyre, Analyst • P. Scott Browne, Legal Counsel