

## **HUMAN RESOURCES/RISK MANAGEMENT COMMITTEE NOTES**

**February 19, 2019**

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**Attendees:**

Committee members: Kathleen Tiegs (Chair) and James V. Curatalo

Staff members: John Bosler, Carrie Corder, Chad Brantley, and Roberta Perez.

Members of the Public: None.

**Call to Order:** 3:00 p.m.

**Public Comment:** None

**Additions/Deletions to Agenda:** None

### **1. Amend Employee Policy No. 1.1.1, ADA**

- Staff proposed a policy amendment to update Employee Policy No. 1.1.1, ADA to be revised in its entirety incorporating legal mandates, the ADA administrative process and other procedures under the law.
- The Committee concurred and recommended forwarding the item to the Board of Directors for consideration.

### **2. Amend Employee Policy No. 1.3, Employee Orientation**

- Staff proposed a policy amendment to update Employee Policy No. 1.3, Employee Orientation. The District's onboarding program for new employees has been developed and enhanced over the years to facilitate their transition into the organization and ensures that they have a clear understanding of our Mission, Vision, Culture, and Values. The onboarding policy provides a program overview to help employees have a successful and positive transition to their workplace at the District.
- In addition to updating the policy, staff is recommending renaming the current policy to Employee Onboarding.
- The Committee concurred and recommended forwarding the item to the Board of Directors for consideration.

Meeting Adjourned at 3:45 pm