

# PLUMAS COUNTY MANAGEMENT COUNCIL



*A COMMITMENT TO COORDINATED PUBLIC SERVICE*

**TO:** Management Council Members  
**FROM:** Charles W. Leonhardt, Assessor  
**SUBJECT: MANAGEMENT COUNCIL MEETING**

The Management Council Meeting will be held Friday, June 14, 2002, 9 am – 11 am at the Quincy Library Conference Room. Refreshments will be provided by Rita Scarduci.

## AGENDA

Call to order: Bob Minert

Vision 20/20 – Executive Summary – Barbara Biddle

Mid-Management Advisory Group: Marilyn Hoffman

IT Procurement new procedures – Dave Preston

Old surplus computers – Is there a county preference/policy? - Dave Preston

Employee Negotiations Update – Bob Conen

Public employee discipline/dismissal/separation – Bob Conen

Other

Roundtable

## **Minutes of May 3, 2002 meeting:**

**Present:** Mike Tedrick, Dave Preston, Bob Minert, Judi Mault, Richard Turner, Rob Shulman, Elliott Smart, Michael Sandstrom, Bob Conen, Holly George, Phil Bresciani, Marilyn Hoffman, Margaret Miles, Don Clarke and John McMorrow

**Employee negotiations:** Bob Conen reported to the group that an answer from the union was due yesterday, and he didn't have any more information at this time.

**H. R. Director:** Michael Sandstrom was introduced as the new director.

**Mid-management Advisory Group:** Marilyn Hoffman updated the group on their last meeting. They had Dave Preston as their guest speaker. They also discussed security issues and the ID badges for county employees. Several mid-managers had concern over these new badges. After some discussion Bob Conen advised the group that the badges were still in the planning stages. Bob Conen will be contacting a security consultant to gather costs for a new system.

**Budget Update:** Bob Conen explained to the group that the goal is have the budget forms out by next week. The forms will be the same as last year. At this time the state's budget is unknown, but the Governor's revise should be out mid May.

**Employee Recognition:** Bob Conen and Supervisor Don Clarke agreed the old policy of recognizing employees who have cost saving ideas should be reinstated. The Mid-management group will research this old policy and give us more information so this policy can be reenacted.

**County Vehicles Parking:** Local business owners have complained to the CAO about the county vehicles taking up so many parking spaces downtown. Bob Conen would like to keep the county vehicles out of the spaces around the courthouse. This summer the Dame Shirley Plaza will have additional paved parking, which should help the situation.

**Drinking & Driving Policy:** The policy has been sent to the Union for their comments and has not returned at this time.

**Dues for Management Council:** Mike Tedrick will be the Council's Treasurer. He will open a bank account and purchase receipts. Dues can be paid at the next meeting.

**Performance Expectations:** Every county department should have these expectations. Elliott Smart will give information on this subject to Human Resources.

**Management Training:** Members discussed the management training provided by Bill Bradley. Evaluation forms will be distributed soon. A majority of the group felt that they had gained valuable information at the training.

**Fairground Activities:** Phil Bresciani, Interim Fair Manager, reports the recruitment for the Fair Manager will be started again next week. The County picnic will be held May 31 and June 1. There is a variety of activities scheduled for this year's fair on August 14-18.

**Computer Virus:** Dave Preston explained to the group about the current deadly computer virus and emphasized how important it was to keep your antivirus program enabled and to back up your hard drive frequently.

**Refreshments:** To be provided by Rita Scarduci

The next meeting will be held June 14, 2002, at the County Library Conference room.