



**BOARD OF DIRECTOR'S
POLICY COMMITTEE MEETING
ESPARTO COMMUNITY SERVICES DISTRICT**

DATE: April 10, 2025
 TIME: 3:45 P.M.
 MEETING LOCATION: 26490 Woodland Ave, Esparto CA 95627

POLICY COMMITTEE MEETING MINUTES

1. CALL TO ORDER

The meeting was called to order by Director Forzaglia at 3:51 pm.

2. ROLL CALL

Present: Director Forzaglia, Director Scott, GM Lepley, Clerk Burns

3. ADOPTION OF CURRENT AGENDA

Motion by: Director Scott to adopt the agenda.
Second by: Director Forzaglia
Discussion: None

Ayes: 4 Nays: 0 Abstain: 0 Motion Passed

4. PUBLIC COMMENT

None

5. DISCUSS THE FOLLOWING POLICIES AND PREPARE RECOMMENDATION FOR ECSD REGULAR BOARD MEETING:

Policy #	Policy Name	Policy Committee Recommendation
3110	Employee Information/Emergency Data	Approve
3112	Employee Promotion	Approve
3116	Employee Status	Approve
3118	Equal Opportunity	Approve
3120	Grievance Procedure	Approve
3122	Hours of Work and Overtime	Approve
3126	Nepotism	Approve
3130	Performance Evaluation	Approve
3134	Recruitment and Hiring	Approve
3138	Temporary Reclassifications	Approve

5. ITEM 5. CONTINUED

Policy #	Policy Name	Policy Committee Recommendation
3210	Outside Employment	Approve
3215	Receipt of Gifts	Approve
3220	Uniforms and Protective Clothing	Approve
3415	Compensation	Update longevity incentive to begin at 7 years of service. Include Bilingual incentive of \$90 for conversational and \$180 for advanced. Approve with these updates.
3440	Leave for Crime Victims and Family Members	Approve
3445	Military Leave	Approve
3455	Rest & Meal Periods	Approve
3460	Sick Leave	No cash out option upon retirement or death, only service credit to retirement plan. Approve with this update.
3470	Time off for Children - School Activities	Approve
3475	Time off to Vote	Approve
3480	Unauthorized Voluntary Absence	Approve
3485	Use of Make Up Time	Approve
3490	Vacations	Approve

6. **ADJOURN**

Motion by: Scott
 Second by: Forzaglia
 Discussion: None

Ayes: 4 Nays: 0 Abstain: 0 Motion Passed

Meeting was adjourned at 5:08 pm.

ATTEST:



 Brandy Burns
 Clerk to the Board



 Jeff Forzaglia
 Policy Committee