

**ORANGEVALE RECREATION & PARK DISTRICT  
POLICY COMMITTEE MEETING RECAP  
THURSDAY, DECEMBER 15, 2022  
11:15 AM**

**MEETING LOCATION:  
District Office – Meeting Room  
6826 Hazel Avenue Orangevale, CA 95662**

1. **CALL TO ORDER** *The meeting was called to order at 11:20 a.m. by Director Meraz. Roll call: Director Montes, Director Meraz, Administrator Ross, Finance/HR Superintendent Von Aesch, Park Superintendent Oropeza, Rec Supervisor Bain, Admin Supervisor Woodford*
2. **PUBLIC DISCUSSION**  
Any person may address the committee; however, any matter that requires action will be referred to staff and/or committee/Board of Directors for a report and action at a subsequent meeting.  
*No members of the public were present.*
3. **RECAP MINUTES FROM 10/01/21 MEETING** *Director Meraz opened the meeting by reviewing the last recap and confirming that all items have been addressed. The recap minutes were accepted.*
4. **UNFINISHED BUSINESS**
5. **NEW BUSINESS**
  - A. Review the current draft of our Personnel Policy Manual which has been updated from the 2016 edition.  
*The meeting was continued by Administrator Ross by passing out the full revised Employee Personnel Manual. The manual was reviewed by staff, submitted to our HR attorney, and updated accordingly. Director Montes asked for research and possible update/addition for language about impairment while using equipment and motor vehicles and mandated reporting. Another meeting will be scheduled in about one month. Superintendent Von Aesch noted that several attorney-approved, mid-year policies would be presented at that time. The revised manual will go before the full Board of Directors the following meeting.*
  - B. Re-address our current COVID-19 policy requiring that new staff and volunteers be fully vaccinated or in the process of becoming fully vaccinated.  
*Administrator Ross confirmed the District has followed the County mandates regarding the office closures, masks, and social distancing since Covid-19 started. Director Montes pointed out our goal to keep our employees and community safe, while allowing everyone their rights. Admin Ross suggested that we will continue following proper Covid-19 regulations but expressed interest in revising or discontinuing the current District policy stating that all new employees need to be vaccinated. A discussion ensued wherein staff presented the difficulties in finding enough vaccinated employees to cover summer activities and keeping the virus at bay. Supervisor Bain stated that the pool hours could be greatly reduced if staff cannot be found. He stated that last year we were uncomfortably low in backup numbers. The Director's asked Admin Ross to check Cal-OSHA's current policy, and they recommended that this be presented to the full Board of Directors so all can weigh in on this sensitive policy item.*
  - C. Discuss alternative work schedules for staff.  
*Administrator Ross reported that he and Superintendent Von Aesch have made inquiries to our HR attorney, several other districts, Sacramento County and a few private sector companies*

*about the options and success of a 9/80 schedule. Director Montes shared that she is currently on a 9/8/80 schedule (a variation of the title) and feels it works well. Director Meraz stated that if the schedule can work to benefit the District he thinks it should be considered. A discussion was had about logistics (i.e., the number of hours of daylight, nighttime, weekend work) and if this schedule would be viable for all departments. Staff is directed to do research and report back at the next meeting.*

6. **DIRECTOR'S AND STAFF'S COMMENTS**
7. **ITEMS FOR NEXT AGENDA**
8. **ADJOURNMENT** *The meeting was adjourned at 12:47 p.m.*