

**ORANGEVALE RECREATION & PARK DISTRICT
PERSONNEL AND POLICY COMMITTEE MEETING
FRIDAY, NOVEMBER 21, 2025
2:00 PM**

**LOCATION:
ORANGEVALE COMMUNITY CENTER
6826 HAZEL AVENUE, ORANGEVALE, CA 95662**

1. CALL TO ORDER

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.

3. RECAP MINUTES

a. Review Recap from 4/4/25 Meeting

4. UNFINISHED BUSINESS

5. NEW BUSINESS

a. Review Sick Leave Policy:

1. Monthly Sick Leave Allocation for FT Staff
2. Maximum Sick Leave Accrual for FT Staff
3. Management Sick Leave Compensation Policy - approved Nov 12, 2020

b. Review of the proposed Personnel Policy Manual updates for January 2026, including:

- Equal Employment and Non-Discrimination Policy expansion
- Exempt Employees. Intermittent Appointment and Temporary Appointment definition updates
- Employee Benefit updates – including:
 - Sick Leave changes
 - Overtime/CTO update
- Auto Stipend Program addition
- Leaves of Absence updates – including:
 - Maximum Period of Leave removal
 - Pregnancy-Related Disability and Reproductive Loss Leave clarification
 - Family Care and Medical Leave extensive clarification
 - Bereavement Leave simplification
 - Jury and Witness Duty clarifications
 - Leave for Educational/Daycare Purposes clarification
 - Leave Related to Qualifying Acts of Violence and Serious Crimes or Felonies re-write
 - Bone Marrow and Organ Donor Leave reconsideration
- Policy Against Harassment and Discrimination re-write
- Alcohol and Drug Free Workplace Policy re-write
- Technology Use Policy update
- Workplace Conduct Policy addition
- Whistleblower Retaliation Prevention Policy addition
- Personnel Action Policy reconsideration or re-write
- General language, consistency, and formatting edits

6. DIRECTOR'S AND STAFF'S COMMENTS

7. ITEMS FOR NEXT AGENDA

8. ADJOURNMENT

NOTICE:

As presiding officer, the Chair has the authority to preserve order at all meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said meeting, and to enforce the rules of the meeting.

People with disabilities may request accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for accommodations must be made with 72 hours prior notice. If you require accommodations, please contact the Orangevale Recreation & Park District main office at (916) 988-4373.

Directors can be reached at: director@ovparks.com

Sharon Brunberg

Manie Meraz

Lisa Montes

Arica Presinal

Mike Stickney