



UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

PERSONNEL COMMITTEE MEETING MINUTES

Tuesday, February 16, 2021 10 am

APPROVED 2/24/2021

Meeting held via Zoom

Present: Chuck Arrera, Mary Durfee, Al Hrynyshyn, Dave Downing, Eric Nusbaum. No public present.

1. Meeting was called to order at 10:03

2. Minutes from February 2, 2021 were reviewed. No corrections were made. Director Durfee made a motion to approve the minutes as presented, and Director Hrynyshyn seconded. With no further discussion the motion was passed 3/0.

3. Hiring Policies: Dave provided the draft job description and draft Position Announcement for the Conservation Technician position. No action is required at this time. Eric suggested a meeting next week to give he and Dave more time to finish CFO description and a tentative hiring schedule to present to the full board. Eric also presented some ideas for management structure and roles of managers vs. a lead person.

4. General Public Comment: No public present.

5. Next meeting scheduled for February 24, 9-10 am.

Associate Director Nusbaum made a motion to adjourn the meeting, and Director Hrynyshyn seconded the motion.

Meeting was adjourned at 11:00.

Minutes submitted 2-16-2021 by Chuck Arrera.

All supporting documents mentioned in the minutes are a part of the official record, and are available upon request. Please contact the office at admin@uwsxcd.org to request copies.

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