



UPPER WILLAMETTE

SOIL & WATER CONSERVATION DISTRICT

Personnel Committee Meeting Minutes

Thursday August 25th, 2022, at 10:00 am – **DRAFT**
Meeting held via Zoom

Committee Members Present: Al Hrynshyn, Ralph Perkins, Dave Downing, Chuck Arrera
Staff Present: Leslie Owens

1. **Call meeting to order:** Meeting was called to order at 10:04 am by Director Arrera.
2. **Discussions:** *Dave Downing gave an overview of each item on the agenda (see documents).*
 - a. The Paid Leave Oregon Program was discussed overall. Discussion included the options to pay for the employees contribution, split the costs, pay the difference, or leave it as it was designed followed. Consensus was that the District will follow the new Paid Oregon Program as designed and not contribute any extra into it, but allow the employee to pay their portion as designed through payroll.
 - b. Professional Development Policy was reviewed and overall the committee liked the direction the District was going with trainings. Several edits were discussed and it was decided to make the License section clear that it is the employee's responsibility to keep track of their required licenses. They also decided to add in a comment about reimbursement being upon successful completion of the program.
3. **Meeting Adjourned:** Meeting was adjourned at 10:52 am.

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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