



Administrative Sub-Committee

AGENDA

April 29, 2022, 8:30 a.m.

[Join Zoom Meeting](#)

Meeting ID: 865 7420 5247 Passcode: 813514

Committee Members

Audrey Kilpatrick (Chair)
Brad Tooker
Scott Lay
Joe Landon
Raenel Toste

SIG Staff

Cindy Wilkerson

Consultants

Public Comments: This time is scheduled for comments no longer than 5 minutes each from members of the public concerning subjects that do not specifically appear as items elsewhere on the Agenda.

Action Items:

1. AB361 Statement: “The state of emergency continues to directly impact the ability of the members to meet safely in person, therefore virtual meetings will be held until the state of emergency is lifted or conditions improve for in-person meetings.”
2. Approve agenda for April 29, 2022, meeting
3. Approve minutes from March 3, 2022 meeting
4. Review/Approve Executive Director Job Description

Future Discussion Items:

1. Juneteenth Holiday
2. SIG Staff Compensation 2022-2023
3. Employee Handbook revisions
4. General Liability/Auto Liability Memorandum of Coverage

Next meeting: May, 2022 TBD