

Board of Directors

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Loch A. Dreizler General Manager

MISSION HILLS COMMUNITY SERVICES DISTRICT

Personnel Committee Meeting Agenda

9:00 AM Monday, May 6, 2019

District Board Room – 1550 East Burton Mesa Blvd, Lompoc, CA

Noticed on: April 23, 2019

1. 9:00 AM Call to Order

2. Community Comments and Suggestions:

Members of the public may address the Board on any items of interest within the subject matter and jurisdiction of the Board that are not on this agenda. Public comments and suggestions are limited to three minutes.

3. District Business:

1. Review updated Job Descriptions
 - a. Accountant
 - b. Customer Service Representative I
 - c. Customer Service Representative II
 - d. Operator-In-Training
 - e. Water/Wastewater System Operator I
 - f. Water/Wastewater System Operator II

4. Adjournment

Regular Board Meetings are held the third Wednesday of each month at 4:30 PM

Copies of the staff reports or written materials provided to the Mission Hills for Open Session agenda items may be obtained online at <http://www.mhcsd.org/agenda-and-minutes/> and are also available at the Customer Service Counter of the District Office for public inspection and reproduction, at cost, during normal business hours. Closed Session items are not available for public review.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda and/or the documents in the agenda packet provided in an alternative format, please contact Board Secretary at 805.733.4366 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made. (Agenda Prepared pursuant to Government Code Section 54954.2)