

**PERSONNEL COMMITTEE MEETING OF THE
BOARD OF DIRECTORS
ROSAMOND COMMUNITY SERVICES DISTRICT**

3:30 PM Personnel Committee Meeting
Wednesday August 20, 2025
District Conference Room
3179 35th Street West
Rosamond, CA 93560

Zoom Instructions
Meeting ID: 661 256 3411
Passcode: 2025

Zoom App: Click the blue “Join” button with the plus sign
Web page: Visit [zoom.com](https://zoom.us) and click “Join” at the top of the page
Phone: Dial (669) 444 9171, enter the meeting ID and press #,
do not enter a participant ID and press #,
enter the passcode and press #.
Use *6 to mute/unmute

Minutes

CALL TO ORDER

The meeting was called to order at 3:35 by committee chair Director Glennan.

ROLL CALL

Committee Members:

Chair Byron Glennan Absent (joined at 3:50 PM)
Director Greg Wood Present

Others in attendance:

General Manager Kim Domingo
Board Secretary/Dir. of Administration Sherri Timm

PUBLIC COMMENTS

(At this time, any person may address the Committee on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Committee meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Committee on any agenda matter at the time that matter is discussed, prior to Committee consideration and action. Speakers are requested to limit comments to five (5) minutes.

No public comments.

DISCUSSION

D1. Succession Planning (Presenter Kim Domingo).

GM Domingo provided an update of what the Personnel Committee has been discussing in order to bring Director Wood up to speed since was recently appointed to take President Stewart's place on this committee. The following item was discussed:

Revised Org Chart – some positions have been added to assist with succession planning and to fill projected staffing needs in Public Works and Administration.

D2. MOU Tasks Update (Presenter Kim Domingo).

The proposed attendance policy was discussed. A previous meeting with supervisors and admin staff has taken place to discuss the proposed policy. The committee will be updated once the next supervisor meeting takes place.

A new performance review form is still pending.

D3. New Positions Job Descriptions (Presenter Kim Domingo).

The proposed changes to the Assistant GM position/job description were discussed. The updated job description will be taken to the board on August 27, 2025 as a policy change for approval. There will be an internal recruitment for 5 days before going out to the public.

ADJOURNMENT


Time: 4:32 PM

Requirements Regarding Disabled Access: In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-5808, Email: stimm@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35th Street West, Rosamond, CA 93560. Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 3179 35th Street West, Rosamond, CA 93560. In addition, any such writing may also be posted on the District's web site.

Respectfully Submitted:



RCSD Board of Directors



RCSD Secretary to the Board of Directors