

San Mateo County Harbor District
Board of Harbor Commissioners
Special Meeting Minutes

April 30, 2015
3:00 p.m.

Granada Community Services District
504 Avenue Alhambra, 3rd Floor
El Granada, Ca. 94018

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A.) Roll Call

Commissioners

Sabrina Brennan, President
Tom Mattusch, Vice President
Nicole David, Secretary
x Robert Bernardo, Commissioner
Pietro Parravano, Commissioner

Staff

Scott A. Grindy, Acting General Manager &
Treasurer
Debra Galarza, Director of Finance
Debbie Nixon, Deputy Secretary

x-absent

B.) Public Comments/Questions — Lisa Ketcham stated the Special Meeting was announced too late and there needed to be more time. **(1:03)**

(2:24)

1	TITLE:	Discussion and Possible Action: Response to Letter from Civil Grand Jury
	REPORT:	Grindy, Letter
	PROPOSED ACTION:	Approve letter and direct Acting General Manager to send response letter to Civil Grand Jury

Motion: Action by Mattusch, second by David to approve the letter with corrections and direct the Acting General Manager to send the response letter to the Civil Grand Jury. The motion passed.

Ayes: Brennan, David, Mattusch, Parravano
Absent: Bernardo

(13:10)

2 **TITLE:** **FY15-16 Budget Workshop**
 REPORT: Galarza, Attachments
 PROPOSED ACTION: Information Only

Galarza presented the report.

Public Comment: Lisa Ketcham stated the West Trail and Romeo Pier are urgent issues, and if the Harbor District is not capable of maintaining the West Trail and the parking, then the District should reach out to San Mateo County to take over the area. (55:37)

Laura Stein supported Lisa Ketcham's comments and suggested to focus on repair, maintenance and existing facilities. (58:02)

Martha Poyotos stated staff could work on the budget monitoring tools in the future, and to look at the current budget as an improvement. (59:54)

Lisa Ketcham clarified what she said earlier in regards to being selective with projects. (1:15:53)

(1:28:44)

3 **TITLE:** **Discussion and Possible Action: Request for Proposals for Labor Advisor/Negotiator**
 REPORT: Grindy, Attachments
 PROPOSED ACTION: To be determined

Public Comment: Jim Merlo stated he was speaking on behalf of his coworkers, and the shop steward David Doyle who was unable to attend the meeting. Merlo stated the Acting General Manager would be capable of handling the negotiations without an outside negotiator and it would be an unnecessary expense for the District. Merlo also stated it would be necessary for the process the start soon. (1:30:01)

John Draper mentioned that the MOU, as well as the District Code, states the General Manager or his designee can be a negotiator, and whoever it is, reports back to the General Manager. Draper also stated the RFP which was provided in the Board packet, states the negotiator reports back to the Board and not the General Manager, which is a violation of all the terms. (1:33:11)

Draper stated what he said in his previous public comment and asked Brennan why she felt “strong-armed”. (1:41:20)

Debra Galarza agreed with what John Draper stated in his previous comment. She stated the General Manager gets information from his designee and then the General Manager reports back to the Board. Galarza also stated the only person being “strong-armed” was Scott Grindy. (1:46:43)

Cary Smith stated he was embarrassed by the “strong-armed” comment and was curious after fifteen years of working for the Harbor District, why an outside negotiator was needed. Smith stated this was a serious matter, and it is the future for his family as well as everyone else’s families in the Harbor District. (1:48:02)

Action: Motion by Brennan, second by Mattusch to approve the Request for Proposals for Labor Advisor/Negotiator with corrected changes: page 2, amend the first sentence to “Contractor will work directly with the Commission through the General Manager as its primary contact as needed on the following (“basic level of services”); page 2, second paragraph, delete “Prior to each labor negotiation, the District shall approve the Contractor’s personnel assigned to a particular labor negotiation.”; and page 3, item 1, change to “Does the proposer demonstrate that they have the appropriate experience and expertise in conducting successful labor negotiations similar to those likely to be performed for the District?” The motion passed.

Ayes: Brennan, Mattusch, David

Nays: Parravano

Absent: Bernardo

(2:19:09)

4	TITLE:	Progress Update on Hiring Replacement IT Consultant for Various Tasks, Including Urgent Needs Such as the Administrative Office Move
	REPORT:	Grindy
	PROPOSED ACTION:	Information Only

Grindy presented the report.

(2:31:13)

5	TITLE:	Discussion and Possible Action: Finance Committee Update
	REPORT:	Brennan, Mattusch, Attachments
	PROPOSED ACTION:	Approve Committee responsibilities and membership application

Action: Motion by David, second by Parravano to approve the membership application and appoint Bud Ratts to the Finance Committee. The motion passed.

Ayes: Brennan, David, Mattusch, Parravano
Absent: Bernardo

(2:53:47)

- 6 TITLE: **Discussion and Possible Action: Executive Search Committee Update, Search Process and Cost of Search To-Date**
REPORT: David, Mattusch
PROPOSED ACTION: Information Only

David and Mattusch presented the item.

(3:08:40)

- 7 TITLE: **Update on Forensic IT Audit: Schedule and Cost**
REPORT: Grindy
PROPOSED ACTION: Information Only

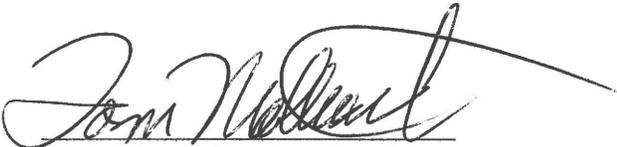
Grindy presented the item.

C.) Adjournment

The meeting adjourned at 6:10 p.m.



Debbie Nixon
Deputy Secretary



Tom Mattusch
President