

## **HUMAN RESOURCES/RISK MANAGEMENT COMMITTEE NOTES**

### **February 2, 2023**

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**Attendees:**

Committee members: James V. Curatalo (Chair) and Jimmie Moffatt

Staff members: John Bosler, Eduardo Espinoza, Roberta M. Perez, Chad Brantley, Taya Victorino, and Agnes Boros.

Members of the Public: None.

**Call to Order:** 11:00 a.m.

**Public Comment:** None

**Additions/Deletions to Agenda:** None

### **Employee Policies and Procedures Manual Updates 2023**

- Staff presented amendments to the Employee Policy Manual incorporating new or amended labor laws and other compliance updates for California employers that took effect on January 1, 2023.
- The policies include Employee Policy No. 2.2 Compensation and Pay Regulations, amending the compensation schedule incorporating the new California minimum wage requirement; Employee Policy No. 3.1, Bereavement, amending the policy to incorporate five (5) days of bereavement leave; Employee Policy No. 3.4, California Family Rights Act/Family Care Act (CFRA/FMLA) and Employee Policy No. 3.11, Sick Leave, amending policy language incorporating the definition of family member to include a “designated person”, and Employee Policy No. 6.3, Tuition Loan Program, amending policy language to align with IRS regulations.
- The Committee concurred with the proposed revisions and forwarded the item to the Board of Directors for consideration.

Meeting adjourned at 11:20 p.m.