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Executive Committee Agenda

Date: January 18, 2024
Subject: NCPA Executive Committee Meeting
Location: The Kimpton Sawyer Hotel, 500 J Street, Sacramento, CA
Time: 7:30 am

The Committee may take action on any of the items listed on this Agenda regardless of whether the matter appears as a Discussion/Action Item or a Report or an Information Item. When this Agenda is supplemented by Staff Reports, they are available to the public upon request. Pursuant to California Government Code Section 54957.5, the following is the location at which the public can view Agendas and other public writings: NCPA Offices, 651 Commerce Drive, Roseville, California.

Persons requiring accommodation in accordance with the Americans with Disabilities Act in order to attend or participate in this meeting are requested to contact the NCPA Secretary at 916.781.3636 in advance of the meeting to arrange for such accommodations.

REVIEW SAFETY PROCEDURES

1. *Call Meeting to Order and Introductions*
2. *Approve minutes of the November 30, 2023 Regular Executive Committee Meeting, and the December 8, 2023 and December 21, 2023 Special Executive Committee Meeting.*

PUBLIC FORUM

Any member of the public who desires to address the Committee on any item considered by the Committee at this meeting before or during the Committee's consideration of that item shall so advise the Chair and shall thereupon be given an opportunity to do so. Any member of the public who desires to address the Committee on any item within the jurisdiction of the Committee and not listed on the Agenda may do so at this time.

OPEN SESSION

INFORMATIONAL ITEMS

3. ***General Manager Report*** – update and monthly report
4. ***General Counsel Report*** – update and monthly report

DISCUSSION/ACTION ITEMS

5. **Resolution 24-16, Reclassify Administrative Assistant/Office Administrator III to Executive Assistant to the CFO, AGM II, Administrative Services, Hometown Connections Board Secretary** – adopt resolution by all members authorizing the Agency to reclassify the Administrative Assistant/Office Administrator III to Executive Assistant to the CFO, AGM II, Administrative Services, Hometown Connections Board Secretary.
Fiscal Impact: The total cost of the revised compensation package (salary and benefits) is projected to be \$204,160.62 per year. This change would only impact 5 months of the remaining fiscal year and would result in an increased cost of \$11,696.87. This change will be budgeted appropriately in the coming fiscal years.
6. **NCPA New Member Policy** – staff will lead a discussion on NCPA's New Member Policy.

NEW BUSINESS

ADJOURNMENT