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Executive Committee Agenda

Date: February 23, 2023
Subject: NCPA Executive Committee Meeting
Location: NCPA, 651 Commerce Drive, Roseville, CA 95678
Time: 8:00 am

* In compliance with the Brown Act, you may participate at the meeting location listed below or at NCPA, 651 Commerce Drive, Roseville, CA. In either case, please: 1) post this Agenda at a publicly accessible location at the participation location no later than 72-hours before the meeting begins, and 2) have a speaker phone available for any member of the public who may wish to attend at your location. *

City of Healdsburg
City Hall
401 Grove Street
Healdsburg, CA.

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 December 1, 2022, Regular Executive Committee Meeting, and minutes of the December 12, 2022, Special 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.

INFORMATIONAL ITEMS

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

CLOSED SESSION

5. **CONFERENCE WITH LABOR NEGOTIATORS AND PERFORMANCE EVALUATION** – a) Labor negotiations pursuant to Government Code Section 54957.6: Agency representatives: NCPA Executive Committee Members and Human Resources Manager Brynna Bryant: Unrepresented Public Employee: General Counsel; and b) Performance evaluation pursuant to Government Code Section 54957: Unrepresented Public Employee: One Category: General Counsel.
6. **CONFERENCE WITH LABOR NEGOTIATORS AND PERFORMANCE EVALUATION** – a) Labor negotiations pursuant to Government Code Section 54957.6: Agency representatives: NCPA Executive Committee Members and Human Resources Manager Brynna Bryant: Unrepresented Public Employee: General Manager; and b) Performance evaluation pursuant to Government Code Section 54957: Unrepresented Employee: One Category: General Manager.

OPEN SESSION

REPORT FROM CLOSED SESSION

DISCUSSION / ACTION ITEMS

7. **Approval of the First Amendment to the Amended Employment Agreement for Randy S. Howard, General Manager** – approve and recommend Commission approval of the First Amendment to the Amended Employment Agreement for Randy S. Howard; authorize the Chair of the Commission to execute the First Amendment to the Amended Employment Agreement for Randy S. Howard; authorize the Chair of the Commission to award a merit increase effective January 1, 2023, add an additional opt-in year extending the term of the agreement through January 31, 2026 and approve the General Manager's Performance Goals for 2023.
Fiscal Impact: The cost associated with the General Manager's compensation change is covered within the current fiscal year budget. No budget augmentation is required.
8. **Approval of the Sixth Amendment to Employment Agreement with Jane E. Luckhardt, General Counsel** – approve and recommend Commission approval of the Sixth Amendment to Employment Agreement between NCPA and Jane E. Luckhardt; authorize the Chair of the Commission to execute the Sixth Amendment to Employment Agreement; authorize the Chair of the Commission to award a merit increase effective January 1, 2023, additional hours of administrative leave to be taken in 2023, and approve the General Counsel's Performance Goals for 2023.
Fiscal Impact: The cost associated with the General Counsel's compensation change is covered within the current fiscal year budget. No budget augmentation is required.

NEW BUSINESS

ADJOURNMENT