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# Minutes

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**Date:** July 13, 2014  
**To:** NCPA Executive Committee  
**From:** Cary A. Padgett - Assistant Secretary  
**Subject:** June 26, 2014, Executive Committee Meeting Minutes

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1. **Call to Order** – The meeting was called to order by Chair Pat Kolstad at 8:30 am at NCPA, 651 Commerce Drive in Roseville, California.

Executive Committee Members present were Chair Pat Kolstad, Vice-Chair Carol Garcia, Bob Lingl, Larry Hansen, and Gary Plass.

In attendance were NCPA General Manager James Pope, Assistant General Manager Donna Stevener, Assistant General Manager Ken Speer, Human Resources Manager Vicki Cichocki, Assistant General Counsel Ruthann Ziegler, and Assistant Secretary Cary Padgett. Assistant General Manager Jane Cirrincione was present via teleconference.

2. **Approval of Minutes** – The minutes of the March 27, 2014, Executive Committee were approved (Motion by Gary Plass, second by Carol Garcia; adopted unanimously).

**Public Forum:** There were no comments from any members of the public.

## **BUSINESS ACTION ITEMS**

### **CLOSED SESSION**

3. **Public Employee Performance Evaluation** pursuant to Government code section 54957: General Manager. The Executive Committee adjourned to closed session for performance evaluation of James Pope, General Manager.

Upon return to Open Session, the Assistant General Counsel Ruth Ann Ziegler reported that there was no reportable action.

**NEW BUSINESS**

4. NCPA General Manager Jim Pope announced his plans to retire at the end of 2014. The Executive Committee will conduct a search for the replacement of the General Manager. The hope is to take the recommended candidate to the Commission at the October Commission meeting, and have a new General Manager in place by the December Commission meeting. The Executive Committee members thanked Jim for his accomplishments during his tenure at NCPA.

**ADJOURNMENT** - The Executive Committee adjourned at 9:15 am.

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Patrick Kolstad, Chair

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Cary A. Padgett, Assistant Secretary