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# Committee Minutes

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**To:** NCPA Executive Committee  
**From:** Carrie Pollo – Assistant Secretary  
**Subject:** November 12, 2025 Special Executive Committee Meeting Minutes

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- 1. Call to Order** – Chair James “Bo” Sheppard called the meeting to order at 9:02 am, at NCPA’s Roseville Office, 651 Commerce Drive, Roseville, California.

Executive Committee Members present at the meeting included Chair James “Bo” Sheppard, and Pauline Roccucci. Vice Chair Mikey Hothi, Sudhanshu Jain, and Christina McKenna attended via teleconference. Vicki Veenker was absent. A quorum of the Committee was established. Also, in attendance were General Counsel Jane Luckhardt, Human Resources Manager Brynna Bryant, and Assistant Secretary Carrie Pollo.

## **PUBLIC FORUM**

Chair Sheppard asked if any members of the public were present who would like to address the Committee on the agenda items. No members of the public were present.

## **CLOSED SESSION**

- 2. 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(b): Unrepresented Public Employee: One Category: General Counsel.
- 3. CONFERENCE WITH LABOR NEGOTIATORS** – 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.

General Counsel Jane Luckhardt took the Committee into closed session at 9:04 am.

Carrie Pollo left the meeting at 9:04 am.

General Counsel Jane Luckhardt left the meeting at 9:04 am.

General Counsel Jane Luckhardt rejoined the meeting at 9:20 am.

General Counsel Jane Luckhardt left the meeting at 10:02 am.

**OPEN SESSION**

The Committee reconvened to open session at 10:54 am.

**REPORT FROM CLOSED SESSION**

*Closed Session Disclosure: Chair Sheppard reported there was no reportable action taken in Closed Session.*

**ADJOURNMENT**

Chair Sheppard adjourned the Special Executive Committee meeting at 10:55 am.

Sincerely,

A handwritten signature in blue ink that reads "Carrie A. Pollo". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

CARRIE A POLLO  
Assistant Secretary