



MENDOCINO COUNTY TOURISM COMMISSION, INC.

PERSONNEL COMMITTEE AGENDA CLOSED SESSION

The Personnel Committee shall be composed of a total of three (3) Directors and shall be chaired by the Chair of the Board. The Executive or its designee of the Corporation shall attend all Personnel Committee meetings as a non-voting member to provide staff support. The Committee shall be responsible for evaluating the performance of the Executive, and, upon request, assisting the Executive in determining the Corporation's staffing needs, and in creating job descriptions and determining compensation for all staff. - *bylaws, Article 6, Section 6.1, (d) (ii)*

DATE: September 12, 2017

TIME: 12:00 Noon

PLACE: Council Chambers, 111 E Commercial Street, Willits CA

CALL IN LOCATION: None

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENT

IV. Review VMC Employee Handbook

V. Review VMC Whistleblower Policy

VI. Review VMC Injury and Illness Prevention Program Policy

VII. Review VMC Grievance Policy

VIII. Executive Director Bonus Structure

a. ACTION ITEM: Review, Discuss & Recommend for Approval

IX. NEXT MEETING DATE

X. ADJOURN